LEGISLATIVE BRANCH APPROPRIATIONS FOR 1991

HEARINGS

BEFORE A

SUBCOMMITTEE OF THE

COMMITTEE ON APPROPRIATIONS

HOUSE OF REPRESENTATIVES

ONE HUNDRED FIRST CONGRESS

SECOND SESSION

SUBCOMMITTEE ON LEGISLATIVE APPROPRIATIONS

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PART 1

JUSTIFICATION OF THE BUDGET ESTIMATES

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COMPARATIVE STATEMENT OF NEW BUDGET (OBLIGATIONAL) AUTHORITY FOR 1990 AND THE BUDGET ESTIMATES FOR 1991 [1]

(Excludes Senate items and items under Architect of the Capitol for the Senate)

Agency and item (1)	1990 Appropriation P.L. 101-163	Reduction P.L. 101-163 [2]	Reduction P.L. 101-164 [3]	Reduction P.L. 99-177 and P.L. 101-239 [4]	1990 Revised Budget (obligational) Authority	Budget estimate of new (obligational) authority 1991	Budget estimate 1991 compared with 1990 Revised BA
TITLE I - CONGRESSIONAL OPERATIONS							
HOUSE OF REPRESENTATIVES							
Payments to widows and heirs of deceased Members of Congress							
Gratuities, deceased Members	268 500	....	....	....	268 500	....	-268 500
Mileage of Members							
Mileage of Members	210 000	....	1 000	....	209 000	210 000	+1 000
Salaries and Expenses							
House Leadership Offices							
Office of the Speaker	1 049 000	....	....	16 000	1 065 000	1 192 000	+127 000
Office of the Majority Floor Leader	940 000	....	....	15 000	927 000	1 071 000	+144 000
Office of the Minority Floor Leader	1 041 000	....	....	15 000	1 026 000	1 316 000	+290 000
Office of the Majority Whip	755 000	....	....	11 000	744 000	971 500	+227 500
Office of the Minority Whip	854 500	....	....	9 000	845 000	728 000	-81 000
Total, House leadership offices	4 609 000	....	....	62 000	4 547 000	5 220 000	+673 000
Members' Clerk Hire							
Clerk hire	186 076 000	....	....	2 633 000	183 443 000	210 514 000	+25 071 000
Committee Employees							
Professional and clerical employees of standing committees	55 000 000	....	....	770 000	54 230 000	89 874 000	+35 644 000
Committee on the Budget (Studies)							
Salaries and expenses	354 000	....	....	5 000	349 000	339 000	-10 000
Contingent Expenses of the House							
Standing Committees, Special and Select							
Salaries and expenses	57 713 000	....	....	808 000	56 905 000	81 165 000	+25 260 000
Allowances and Expenses							
Official Expenses of Members	76 341 000	....	....	1 069 000	75 272 000	78 698 000	+3 426 000
Supplies, materials, administrative costs and Federal tort claims	15 577 000	....	2 109 000	116 000	17 152 000	19 926 000	+2 774 000
Office equipment	4 276 000	....	....	135 000	4 141 000	15 770 000	+11 629 000
Furniture and furnishings	1 130 000	....	....	15 000	1 115 000	3 410 000	+2 295 000
Stenographic reporting of committee hearings	800 000	....	....	11 000	89 000	953 000	+151 000
Recognized nonlegislative reimbursements	1 760 000	....	....	25 000	1 761 000	1 598 000	-37 000
Government contributions	77 913 000	....	....	1 092 000	76 881 000	111 926 000	+35 045 000
Miscellaneous items	522 000	....	....	9 000	513 000	522 000	+9 000
Total, allowances and expenses	181 099 000	....	2 109 000	2 452 000	182 128 000	226 700 000	+44 572 000
Total, contingent expenses of the House	295 815 000	....	2 109 000	5 470 000	219 236 000	308 865 000	+70 632 000
Committee on Appropriations (Studies and investigations)							
Salaries and expenses	4 650 000	....	....	65 000	4 585 000	5 120 000	+1 535 000

See footnotes at end of the table

COMPARATIVE STATEMENT OF NEW BUDGET (OBLIGATIONAL) AUTHORITY FOR 1990 AND THE BUDGET ESTIMATES FOR 1991 [1]
Continued

[Excludes Senate Items and Items under Architect of the Capitol for the Senate]

Agency and item (1)	1990 Appropriation P.L. 101-163	Reduction P.L. 101-163 [2]	Reduction P.L. 101-164 [2]	Reduction P.L. 99-177 and P.L. 101-239 [2]	1990 Revised Budget (Obligational) Authority	Budget estimate of New (obligational) Authority 1991	Budget estimate 1991 compared with 1990 Revised BA
Salaries, officers and employees							
Office of the Clerk	17 514 000	...	...	245 000	17 269 000	22 326 000	+5 057 000
Office of the Sergeant at Arms	1 001 000	...	...	14 000	987 000	1 655 000	+668 000
Office of the Doorkeeper	8 747 000	...	...	122 000	8 625 000	10 114 000	+1 489 000
Office of the Postmaster	3 026 000	...	...	42 000	2 984 000	4 105 000	+1 119 000
Office of the Chaplain	81 000	...	...	1 000	80 000	105 000	+25 000
Office of the Parliamentarian[3]	772 000	...	...	11 000	761 000	890 000	+129 000
Office of the Parliamentarian	(554 000)	...	...	(8 000)	(546 000)	(612 000)	(+66 000)
Compilation of precedents of the House of Representatives	(220 000)	...	...	(3 000)	(217 000)	(280 000)	(+63 000)
Office of the Historian	278 000	...	...	4 000	274 000	...	-275 000
Office of the Law Revision Counsel[3]	1 012 000	...	...	14 000	1 018 000	1 324 000	+306 000
Office of the Legislative Counsel	6 600 000	...	...	68 000	5 532 000	6 141 000	+609 000
Six minority employees	561 000	...	...	8 000	535 000	677 000	+142 000
House Democratic Steering Committee and Caucus[3]	961 000	...	...	14 000	953 000	1 215 000	+262 000
House Democratic Steering Committee	(682 000)	...	...	(10 000)	(672 000)	(787 000)	(+115 000)
House Democratic Caucus	(285 000)	...	...	(4 000)	(281 000)	(428 000)	(+147 000)
House Republican Conference	961 000	...	...	14 000	953 000	1 215 000	+262 000
Other Authorized Employees[3]	1 266 000	...	...	18 000	1 248 000	1 400 000	+152 000
Technical assistant, Office of the Attending Physician	(115 000)	...	...	(2 000)	(113 000)	(125 000)	(+12 000)
S.R.J., Inkspra and Former Speakers, staff	(1 044 000)	...	...	(15 000)	(1 029 000)	(1 176 000)	(+147 000)
Miscellaneous items	(103 000)	...	...	(1 000)	(102 000)	(105 000)	(+3 000)
Total, salaries, officers and employees	35 585 000	...	...	555 000	39 040 000	49 173 000	+10 133 000
Total, salaries and expenses	536 507 000	...	2 509 000	7 360 000	527 238 000	671 148 000	+143 910 000
Total, House of Representatives	537 185 500	...	2 510 000	7 360 000	527 715 500	671 358 000	+143 642 500
JOINT ITEMS							
Contingent Expenses of the Senate							
Joint Economic Committee	3 518 000	...	15 000	49 000	3 454 000	3 675 000	+221 000
Joint Committee on Printing	1 181 000	...	5 000	15 000	1 173 000	1 239 000	+66 000
Total, contingent expenses of the Senate	4 709 000	...	20 000	63 000	4 627 000	4 944 000	+317 000
Contingent Expenses of the House							
Joint Committee on Taxation	4 372 000	...	19 000	...	4 353 000	5 450 000	+1 097 000
Office of the Attending Physician							
Medical supplies, equipment, expenses, and allowances	1 405 000	...	6 000	...	1 399 000	1 450 000	+51 000
Capitol Police Board							
Capitol Police							
Salaries							
Sergeant at Arms of the House of Representatives	27 548 000	...	121 000	168 000	27 559 000	30 737 000	+3 178 000
Sergeant at Arms and Doorkeeper of the Senate	28 125 000	...	121 000	167 000	27 587 000	31 075 000	+3 478 000
Contingency	600 000	580 000	...	...	20 000	...	-20 000
Total, salaries	56 253 000	580 000	242 000	175 000	54 656 000	61 812 000	+7 156 000
General expenses	1 884 000	...	8 000	...	1 876 000	2 072 000	+196 000
Total, Capitol Police Board	58 137 000	580 000	250 000	175 000	56 532 000	63 884 000	+7 352 000

See footnotes at end of the table

Official Mail Costs							
Senate official mail costs	21 978 000	---	101 000	187 000	23 688 000	15 500 000	+11 812 000
House official mail costs	44 550 000	---	101 000	147 000	43 992 000	58 884 000	+16 592 000
Expenses	51 721 000	---	157 000	248 000	51 136 000	---	-51 136 000
Total, official mail costs	150 229 000	---	451 000	782 000	99 016 000	94 484 000	-4 532 000
Capitol Guide Service							
Salaries and expenses	1 165 000	---	6 000	15 000	1 121 000	1 450 000	+165 000
Special Services Office							
Salaries and expenses	237 000	---	1 000	---	236 000	255 000	+19 000
Statements of Appropriations							
Preparation	20 000	---	---	---	20 000	20 000	---
Total, joint items	170 474 000	580 000	732 000	1 637 000	167 504 000	171 977 000	+4 473 000
Office of Technology Assessment							
Salaries and expenses	18 900 001	100 000	81 000	240 000	18 176 000	20 710 000	+2 534 000
Biomedical Ethics Board and Biomedical Ethics Advisory Committee							
Salaries and expenses	1 100 000	600 000	6 000	6 000	550 000	---	-556 000
Congressional Budget Office							
Salaries and expenses	19 180 000	---	84 000	247 000	19 228 000	21 721 000	+2 494 000
Architect of the Capitol							
Office of the Architect of the Capitol							
Salaries	6 000 000	---	28 000	85 000	6 116 000	7 358 000	+1 242 000
Travel (limitation on official travel expenses)	(20 000)	---	---	---	(20 000)	(20 000)	---
Contingent expenses	150 000	---	---	---	100 000	100 000	---
Total, Office of the Architect of the Capitol	6 150 000	---	28 000	85 000	6 016 000	6 058 000	+1 242 000
Capitol Buildings and Grounds							
Capitol Buildings	16 122 000	---	68 000	205 000	15 848 000	35 728 000	+19 880 000
Capitol grounds	4 151 000	---	16 000	55 000	4 257 000	5 814 000	+1 557 000
House Office Buildings	27 875 000	---	120 000	---	27 755 000	52 110 000	+24 355 000
Capitol Power Plant	27 511 000	---	116 000	171 000	27 430 000	35 077 000	+7 647 000
Offsetting collections	-2 000 000	---	---	---	-2 266 000	-6 400 000	-104 000
Net, Capitol Power Plant	25 511 000	---	110 000	169 000	25 116 000	32 677 000	+7 561 000
Total, Capitol Buildings and Grounds	73 661 000	---	314 000	429 000	73 196 000	125 529 000	+52 335 000
Library Buildings and Grounds	---	---	---	---	---	12 808 000	+12 808 000
Botanic Garden	---	---	---	---	---	7 368 000	+7 368 000
Total, Architect of the Capitol	84 961 000	---	367 000	526 000	80 536 000	151 564 000	+71 536 000

See footnotes at end of the table.

COMPARATIVE STATEMENT OF NEW BUDGET (OBLIGATIONAL) AUTHORITY FOR 1990 AND THE BUDGET ESTIMATES FOR 1991 [1]
Continued

[Excludes Senate items and items under Architect of the Capitol for the Senate]

Agency and item (1)	1990 Appropriation P.L. 101-163	Reduction P.L. 101-163 [2]	Reduction P.L. 101-164 [2]	Reduction P.L. 99-177 and P.L. 101-239 [2]	1990 Revised Budget (obligational) Authority	Budget estimate of New (obligational) Authority 1991	Budget estimate 1991 compared with 1990 Revised BA
LIBRARY OF CONGRESS							
Congressional Research Service							
Salaries and expenses	46 495 000	225 000	202 000	448 000	45 820 000	51 706 000	+5 886 000
GOVERNMENT PRINTING OFFICE							
Congressional printing and binding	77 830 000	2 302 000	335 000	1 044 000	74 149 000	84 900 000	+10 751 000
Total, title I - Congressional Operations	953 485 500	4 202 000	4 898 000	11 732 000	933 653 500	1 177 878 000	+244 524 500
TITLE II - OTHER AGENCIES							
BOTANIC GARDEN							
Salaries and expenses	2 636 000	---	11 000	31 000	2 580 000	---	-2 580 000
LIBRARY OF CONGRESS							
Salaries and expenses	164 186 000	111 000	681 000	2 217 000	161 177 000	167 761 000	+6 584 000
Authority to spend receipts	-5 700 000	---	---	-71 000	-5 629 000	-6 600 000	-971 000
Net, Salaries and expenses	158 486 000	111 000	681 000	2 146 000	155 548 000	161 161 000	+5 583 000
Copyright Office, salaries and expenses	20 371 000	---	51 000	277 000	20 043 000	25 755 000	+5 712 000
Authority to spend receipts	-6 119 000	---	---	-108 000	-6 011 000	-14 509 000	-8 498 000
Net, Copyright Office, salaries and expenses	12 234 000	---	51 000	169 000	12 032 000	11 246 000	-786 000
Books for the blind and physically handicapped							
salaries and expenses	37 801 000	---	162 000	527 000	37 112 000	42 211 000	+5 099 000
Furniture and furnishings	2 578 000	---	11 000	---	2 568 000	7 086 000	+4 518 000
Total, Library of Congress (excep CRS)	211 199 000	111 000	907 000	2 842 000	207 240 000	251 884 000	+44 644 000
ARCHITECT OF THE CAPITOL							
Library Buildings and Grounds							
Structural and mechanical care	7 167 000	---	31 000	---	7 136 000	---	-7 136 000
COPYRIGHT ROYALTY TRIBUNAL							
Salaries and expenses	674 000	---	---	---	674 000	845 000	+171 000
Authority to spend receipts	-573 000	---	---	---	-573 000	-718 000	-145 000
Net, Copyright Royalty Tribunal	101 000	---	---	---	101 000	127 000	+26 000
GOVERNMENT PRINTING OFFICE							
Office of Superintendent of Documents							
Salaries and expenses	20 188 000	1 576 000	87 000	199 000	18 326 000	27 900 000	+11 574 000
(By transfer)	(1 840 000)	---	---	---	(1 840 000)	---	(-1 840 000)
Total, Office of Superintendent of Documents	20 188 000	1 576 000	87 000	199 000	18 326 000	27 900 000	+11 574 000
GENERAL ACCOUNTING OFFICE							
Salaries and expenses	360 720 000	---	1 568 000	5 055 000	358 097 000	427 248 000	+69 151 000
(By transfer) [3]	(5 564 000)	---	---	---	(5 564 000)	(5 815 000)	(+251 000)
Total, General Accounting Office	366 720 000	---	1 568 000	5 055 000	358 097 000	427 248 000	+69 151 000
Total, title II - other agencies	605 914 000	1 687 000	2 606 000	8 133 000	593 488 000	706 959 000	+113 471 000
Grand total							
New budget (obligational) authority	1 559 399 500	5 891 000	6 702 000	19 865 000	1 526 901 500	1 884 837 000	+199 995 500
(By transfer)	(1 840 000)	---	---	---	(1 840 000)	(5 815 000)	(+3 975 000)

See footnotes at end of the table.

RECAPITULATION

TITLE I - CONGRESSIONAL OPERATIONS	951 445 500	4 202 000	4 098 000	11 732 000	933 413 500	1 377 938 000	+244 524 500
TITLE II - OTHER AGENCIES	605 914 000	1 669 000	2 804 000	8 133 000	591 488 000	706 959 000	+115 471 000
TITLE I - CONGRESSIONAL OPERATIONS							
House of Representatives	537 185 500	---	2 310 000	7 160 000	527 715 500	671 358 000	+143 642 500
Joint Items	170 456 000	580 000	733 000	1 637 000	167 504 000	171 977 000	+4 473 000
Office of Technology Assessment	28 900 000	195 000	81 000	268 000	28 376 000	30 710 000	+2 334 000
Biomedical Ethics Board	1 500 000	500 000	6 000	---	980 000	---	-980 000
Congressional Budget Office	29 580 000	---	84 000	267 990	29 229 000	21 725 000	-7 504 000
Architect of the Capitol	89 901 000	---	347 000	524 000	80 030 000	153 564 000	+73 534 000
Library of Congress: Congressional Research Service	46 895 000	225 000	202 000	548 000	45 820 000	53 706 000	+7 886 000
Congressional printing and binding: Government Printing Office	77 810 000	2 302 000	135 000	1 044 000	74 329 000	84 900 000	+10 751 000
Total, title I - congressional operations	951 445 500	4 202 000	4 098 000	11 732 000	933 413 500	1 377 938 000	+244 524 500
TITLE II - OTHER AGENCIES							
Botanic Garden	2 638 000	---	11 000	37 000	2 590 000	---	-2 590 000
Library of Congress (except CRS)	211 109 000	111 000	907 000	2 842 000	207 249 000	251 884 000	+44 634 000
Architect of the Capitol (Library buildings and grounds)	7 167 000	---	31 000	---	7 136 000	---	-7 136 000
Copyright Royalty Tribunal	101 000	---	---	---	101 000	127 000	+26 000
Government Printing Office (except congressional printing and binding)	20 188 000	1 578 000	87 000	199 000	16 324 000	27 900 000	+11 576 000
(By transfer)	(7 890 000)	---	---	---	(7 890 000)	---	(-7 890 000)
General Accounting Office	364 720 000	---	1 568 000	5 055 000	358 097 000	427 248 000	+69 151 000
(By transfer)	(5 564 000)	---	---	---	(5 564 000)	(5 915 000)	(+351 000)
Total, title II - other agencies	605 914 000	1 669 000	2 804 000	8 133 000	591 488 000	706 959 000	+115 471 000
Grand total, new budget (obligational) authority	1 559 359 500	7 881 000	6 902 000	19 865 000	1 524 901 500	1 884 897 000	+359 995 500
(By transfer)	(13 454 000)	---	---	---	(13 454 000)	(5 915 000)	(-7 539 000)

[1] Reconciliation with 1991 budget (H. Doc. 101-122)

Subcommittee print	$1,884,897,000
Transfers from Special Fund--GAO	5,915,000
Compensation of Members (House)	62,500,000
Congressional use of Foreign Currency (House)	1,896,000
Congressional Use of Foreign Currency (Senate)	1,575,000
Senate	423,398,000
Office of Technology Assessment	
Contributions and donations	6,000
Architect of the Capitol	
Senate office buildings	51,220,000
Library of Congress Permanent funds	
Oliver Wendell Holmes Devise Fund	6,000
Payments to copyright owners	215,000,000
Gift and trust funds	7,667,000
John C. Stennis Center	666,000
U.S. Tax Court	[2] 1,599,000
Tax Court Judges Survivors Annuity Fund	444,000
Tax Court Independent Council	10,000
Commission on Security and Cooperation in Europe	[3] 1,000
International conferences and contingencies (House and Senate)	340,000
U.S. Capitol Preservation Commission	1,500,000
National Commission on AIDS	3,000,000
Deductions for offsetting receipts	-23,526,000
Total 1991 Budget, January 29, 1990 (H. Doc. 101-122)	$2,670,655,000

[2] Reductions made under Official Mail Costs to 1990 obligations and outlays for agencies cited in language. The Senate and the Architect of the Capitol held reductions in carryover funds.

[3] Reduction for Emergency Drug Funding for the War on Drugs.

[4] Reduction for sequester.

[5] 'Office of the Parliamentarian' and 'Compilation of Precedents of the House of Representatives' were consolidated under 'Office of the Parliamentarian' effective in fiscal year 1993.

[6] 'Office of the Law Revision Counsel' was merged into 'Salaries, Officers and Employees' effective in fiscal year 1993.

[7] 'Office of the Legislative Counsel' was merged into 'Salaries, Officers and Employees' effective in fiscal year 1993.

[8] The 'House Democratic Steering Committee' and the 'House Democratic Caucus' were consolidated under the 'House Democratic Steering Committee and Caucus' effective in fiscal year 1993.

[9] 'Technical Assistant, Office of Attending Physician', 'L.B.J. Interns and Former Speaker staff' and 'Miscellaneous items' were consolidated under 'Other Authorized Employees' effective fiscal year 1993.

[10] The Architect of the Capitol requested a consolidation of accounts under 'Salaries and expenses' beginning in fiscal year 1991. This includes 'Library Buildings and Grounds' and 'Botanic Garden', formerly carried in title II of the bill. The estimate reflected on the table does not include amounts for Senate Office Buildings.

[11] Includes reappropriation of $5,000,000.

[12] Includes transfers in the amount of $3,578,000, authorized in Pub. L. 101-164.

[13] Derived from the special fund established pursuant to 31 U.S.C. 710.

COMPARATIVE STATEMENT OF POSITIONS FOR 1989 AND 1990 AND ESTIMATES FOR 1991

[Excludes Senate items and items under Architect of the Capitol for the Senate]

Agency or item	Fiscal year 1989 actual	Fiscal year 1990 estimates	Fiscal year 1991 estimates	Fiscal year 1991 estimates compared with—	
				Fiscal year 1989 actual	Fiscal year 1990 estimates
TITLE I—CONGRESSIONAL OPERATIONS					
HOUSE OF REPRESENTATIVES					
MILEAGE OF MEMBERS					
Mileage of Members					
Total, mileage for the Members					
HOUSE LEADERSHIP OFFICES					
Office of the Speaker	20	20	20		
Office of the Majority Floor Leader	14	17	17	+3	
Office of the Minority Floor Leader	20	20	20		
Office of the Majority Whip	16	16	16		
Office of the Minority Whip	11	12	12	+1	
Total, House Leadership Offices	81	85	85	+4	
MEMBERS' CLERK HIRE					
Clerk hire	9,680	9,680	9,680		
COMMITTEE EMPLOYEES					
Professional and Clerical Employees (Standing Committees)	941	944	944	+3	
COMMITTEE ON THE BUDGET (STUDIES)					
Salaries and expenses					
CONTINGENT EXPENSES OF THE HOUSE					
STANDING COMMITTEES, SPECIAL AND SELECT					
Salaries and expenses	1,326	1,352	1,394	+68	+42
ALLOWANCES AND EXPENSES					
Official expenses of Members					
Supplies, materials, administrative costs and Federal tort claims					

Furniture and furnishings					
Reporting hearings					
Reemployed annuitants reimbursement					
Government contributions					
Miscellaneous items					
Office equipment					
Total, Allowances and Expenses					
Total, contingent expenses of the House	1,326	1,352	1,394	+68	+42
COMMITTEE ON APPROPRIATIONS (STUDIES AND INVESTIGATIONS)					
Salaries and expenses	24	24	24		
SALARIES, OFFICERS AND EMPLOYEES					
Office of the Clerk	526	538	562	+36	+24
Office of the Sergeant at Arms	21	22	22	+1	
Office of the Doorkeeper	378	378	379	+1	+1
Office of the Postmaster	131	136	171	+40	+35
Office of the Chaplain	1	1	1		
Office of the Parliamentarian [1]					
Office of the Parliamentarian	7	7	7		
Compilation of precedents of the House of Representatives	4	4	4		
Office of the Historian [2]	6	6	0	−6	−6
Office of the Law Revision Counsel [3]	18	18	18		
Office of the Legislative Counsel [4]	52	52	52		
Six minority employees	6	6	6		
House Democratic Steering Committee and Caucus [5]					
House Democratic Steering Committee	11	12	12	+1	
House Democratic Caucus	3	5	6	+3	+1
House Republican Conference	19	21	21	+2	
Other Authorized Employees [6]					
L.B.J. interns [7]	73	73	73		
Former Speakers' staffs	6	6	9	+3	+3
Technical assistant, Office of Attending Physician	2	2	2		
Miscellaneous items	3	3	3		
Total, Salaries, Officers and Employees	1,267	1,290	1,348	+81	+58
Total, House of Representatives	13,319	13,375	13,475	+156	+100

COMPARATIVE STATEMENT OF POSITIONS FOR 1989 AND 1990 AND ESTIMATES FOR 1991—Continued

[Excludes Senate items and items under Architect of the Capitol for the Senate]

Agency or item	Fiscal year 1989 actual	Fiscal year 1990 estimates	Fiscal year 1991 estimates	Fiscal year 1991 estimates compared with—	
				Fiscal year 1989 actual	Fiscal year 1990 estimates
JOINT ITEMS					
CONTINGENT EXPENSES OF THE SENATE					
Joint Economic Committee	(51)	(51)	(51)	.....	.....
Joint Committee on Printing	(17)	(17)	(17)	.....	.....
Total, contingent expenses of the Senate	(68)	(68)	(68)	.....	.....
CONTINGENT EXPENSES OF THE HOUSE					
Joint Committee on Taxation	70	70	84	+14	+14
OFFICE OF THE ATTENDING PHYSICIAN					
Medical supplies, equipment, expenses, and allowances	16	15	15	−1	.....
CAPITOL POLICE BOARD					
CAPITOL POLICE					
Salaries: [8]					
Sergeant at Arms of the House of Representatives	652	657	657	+5	.....
Sergeant at Arms and Doorkeeper of the Senate	(688)	(689)	(691)	(+3)	(+2)
Total, Capitol Police	(1,340)	(1,346)	(1,348)	(+8)	(+2)
General expenses	.....	.....	.....	.....	.....
OFFICIAL MAIL COSTS					
Expenses	.....	.....	.....	.....	.....
CAPITOL GUIDE SERVICE					
Salaries and expenses	(45)	(45)	(45)	.....	.....
SPECIAL SERVICES OFFICE [9]					
Salaries and expenses	.....	6	6	+6	.....

Preparation					
Total, joint items	738	748	762	+24	+14
Total, House of Representatives and joint items	14,057	14,123	14,237	+180	+114
OFFICE OF TECHNOLOGY ASSESSMENT					
Salaries and expenses	143	143	143		
BIOMEDICAL ETHICS BOARD					
Salaries and expenses	3	12	12	+9	
CONGRESSIONAL BUDGET OFFICE					
Salaries and expenses	226	226	226		
ARCHITECT OF THE CAPITOL					
Salaries, Office of the Architect of the Capitol	146	148	164	+18	+16
Capitol buildings	204	211	211	+7	
Capitol grounds	84	84	84		
House Office Buildings	769	769	769		
Capitol Power Plant	104	104	104		
Botanic Garden [10]			59	+59	+59
Library Buildings and Grounds [11]			139	+139	+139
Total, Architect of the Capitol	1,307	1,316	1,530	+223	+214
LIBRARY OF CONGRESS					
CONGRESSIONAL RESEARCH SERVICE					
Salaries and expenses	860	864	883	+23	+19
GOVERNMENT PRINTING OFFICE					
Congressional printing and binding					
Total, title I—Congressional operations	16,596	16,684	17,031	+435	+347

COMPARATIVE STATEMENT OF POSITIONS FOR 1989 AND 1990 AND ESTIMATES FOR 1991—Continued

[Excludes Senate items and items under Architect of the Capitol for the Senate]

Agency or item	Fiscal year 1989 actual	Fiscal year 1990 estimates	Fiscal year 1991 estimates	Fiscal year 1991 estimates compared with—	
				Fiscal year 1989 actual	Fiscal year 1990 estimates
TITLE II—OTHER AGENCIES					
BOTANIC GARDEN					
Salaries and expenses [10]	57	57		−57	−57
LIBRARY OF CONGRESS					
Salaries and expenses	3,257	3,294	3,522	+265	+228
Copyright Office, salaries and expenses	564	564	597	+33	+33
Books for the blind and physically handicapped, salaries and expenses	119	119	119		
Furniture and furnishings					
Total, Library of Congress (except Congressional Research Service)	3,940	3,977	4,238	+298	+261
ARCHITECT OF THE CAPITOL					
LIBRARY BUILDINGS AND GROUNDS					
Structural and mechanical care [11]	139	139		−139	−139
COPYRIGHT ROYALTY TRIBUNAL					
Salaries and expenses	12	12	12		
GOVERNMENT PRINTING OFFICE					
Office of Superintendent of Documents, salaries and expenses	152	150	150	−2	
Revolving Fund	4,965	4,850	4,850	−115	
Total, Government Printing Office [12]	5,117	5,000	5,000	−117	
GENERAL ACCOUNTING OFFICE					
Salaries and expenses:					
Average Positions—Authorized	5,100	5,100	5,200	+100	+100
Average Positions—Funded	([13] 5,062)	([14] 5,062)	(5,200)	(+139)	(+138)

Total, title II—Other agencies	14,365	14,285	14,450	+85	+165
Total positions, titles I and II	30,961	30,969	31,481	+520	+512
RECAPITULATION					
Title I—Congressional operations	16,596	16,684	17,031	+435	+347
Title II—Other agencies	14,365	14,285	14,450	+85	+165

[1] "Office of the Parliamentarian" and "Compilation of Precedents of the *House of Representatives*" were consolidated under "Office of the Parliamentarian" effective in fiscal year 1983.
[2] "Office of the Historian" was transferred to the "*Office of the Clerk*" beginning in fiscal year 1991.
[3] "Office of the Law Revision Counsel" was *merged into* "Salaries, Officers and Employees" effective in fiscal year 1983.
[4] "Office of the Legislative Counsel" was merged *into* "Salaries, Officers and Employees" effective in fiscal year 1983.
[5] The "House Democratic Steering Committee" and the "House Democratic Caucus" were consolidated under the "House Democratic Steering Committee and Caucus" effective in fiscal year 1983.
[6] "Technical assistant, Office of Attending Physician", L.B.J. interns and Former Speakers' staffs and "Miscellaneous Items" were consolidated under "Other authorized employees" effective in fiscal year 1983.
[7] Represents average positions.
[8] The House and Senate details of the Capitol Police were consolidated under a joint appropriation beginning in fiscal year 1989.
[9] Prior to the establishment of this office as a joint item in fiscal year 1990, three positions existed for Special Services in the Office of the Senate Sergeant at Arms.
[10] Beginning in fiscal year 1991, Botanic Garden, formerly in title II, is proposed to be carried under a single appropriation "Architect of the Capitol, Salaries and expenses" in Title I. An increase of two positions is requested in 1991.
[11] Beginning in fiscal year 1991, Library Buildings and Grounds, formerly in title II, is proposed to be carried under a single appropriation "Architect of the Capitol, Salaries and expenses" in title I. There are no requested increases in positions in 1991.
[12] Data represents full-time equivalent work years in terms of which Congress imposed a ceiling on GPO of 5,117 in fiscal year 1989 and 5,000 in fiscal year 1990.
[13] In fiscal year 1989, Congress authorized 5,100 average positions and provided funding for 5,062 positions.
[14] In fiscal year 1990, Congress authorized 5,100 average positions but funding reduced to 5,062 positions in order to absorb the January 1990 pay raise.

HOUSE OF REPRESENTATIVES

Breakdown by Organization	1989 Actual Staff	1989 Actual Dollars "(000)"	1990 Estimate Staff	1990 Estimate Dollars "(000)"	1991 Estimate Staff	1991 Estimate Dollars "(000)"	Net Change Staff	Net Change Dollars "(000)"
Payment to Widows and Heirs of Deceased Members of Congress		$90		$269				-$269
Mileage of Members		$150		$209		$210		$1
SALARIES AND EXPENSES	13,319	$475,954	13,375	$527,238	13,475	$671,148	100	$143,910
House Leadership Offices	81	$3,493	85	$4,347	85	$5,220		$873
Members' Clerk Hire	9,680	$181,996	9,680	$185,441	9,680	$210,514		$25,073
Committee Employees	941	$49,588	944	$54,230	944	$89,874		$35,644
Committee on the Budget		$289		$349		$379		$30
Standing Committees Special and Select	1,326	$40,981	1,352	$56,908	1,394	$83,168	42	$26,260
Allowances and Expenses		$159,327		$182,328		$226,700		$44,372
Committee on Appropriations	24	$4,327	24	$4,595	24	$6,120		$1,525
Salaries, Officers and Employees	1,267	$35,953	1,290	$39,040	1,348	$49,173	58	$10,133
Total House of Representatives	13,319	$476,193	13,375	$527,716	13,475	$671,358	100	$143,642
2. Breakdown by Object Class								
11 Personnel Compensation	13,319	$307,440	13,375	$325,363	13,475	$422,338	100	$96,975
12 Personnel Benefits		$73,131		$75,206		$109,983		$34,778
13 Benefits to Former Personnel		$1,535		$2,000		$2,000		
21 Travel		$9,536		$12,958		$14,049		$1,091
22 Transportation of Things		$30		$94		$15		-$79
23 Rent, Communications, Utilities		$33,755		$41,701		$46,997		$5,296
24 Printing and Reproduction		$7,603		$13,870		$9,438		-$4,432
25 Other Services		$11,366		$14,573		$18,707		$4,134
26 Supplies and Materials		$8,171		$10,809		$11,491		$682
31 Equipment		$23,038		$30,618		$35,808		$5,190
32 Land and Structures								
42 Insurance Claims/ Indemnities		$589		$524		$532		$8
Total House of Representatives	13,319	$476,193	13,375	$527,716	13,475	$671,358	100	$143,642

SCHEDULE B MASTER- HOUSE

HOUSE OF REPRESENTATIVES
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES: LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
Payments to Widows and Heirs of Deceased Members of Congress		-$269										-$269
Mileage of Members								$1				$1
SALARIES AND EXPENSES		$122,185		$6,621			100	$13,827		$1,277	100	$143,910
House Leadership Offices		$806		$5				$62				$873
Members' Clerk Hire		$22,440						$2,633				$25,073
Committee Employees		$34,874						$770				$35,644
Committee on the Budget								$5		$25		$30
Standing Committees, Special & Select		$22,847		$646			42	$2,590		$177	42	$26,260
Allowances and Expenses		$33,128		$4,629				$5,615		$1,000		$44,372
Committee on Appropriations		$49		$1,336				$65		$75		$1,525
Salaries, Officers and Employees		$8,041		$5			58	$2,087				$10,133
Total House of Representatives		$121,916		$6,621			100	$13,828		$1,277	100	$143,642
Breakdown by Object Class												
11 Personnel Compensation		$89,074				$19	100	$7,882			100	$96,975
12 Personnel Benefits		$32,843						$1,935				$34,778
13 Benefits to Former Personnel												
21 Travel				$1,078		-$4		$17				$1,091
22 Transportation of Things				-$79								-$79
23 Rent, Communications and Utilities				$1,812		-$2		$3,486				$5,296
24 Printing and Reproduction				-$4,433								-$4,433
25 Other Services				$2,835		-$10		$309		$1,000		$4,134
26 Supplies and Materials				$631		-$3		$55				$683
31 Equipment				$4,778				$135		$277		$5,190
32 Land and Structures												
42 Insurance Claims and Indemnities				-$1				$9				$8
Total		$121,916		$6,621			100	$13,828		$1,277	100	$143,642

SCHEDULE A MASTER- JOINT ITEMS

HOUSE OF REPRESENTATIVES- JOINT ITEMS

Breakdown by Organization	1989 Actual		1990 Estimate		1991 Estimate		Net Change	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
Joint Committee on Taxation	70	$3,818	70	$4,353	84	$5,450	14	$1,097
Office of the Attending Physician	16	$1,345	15	$1,399	15	$1,450		$51
Capitol Police- House	652	$25,673	657	$27,059	657	$30,737		$3,678
Capitol Police- Senate	686	$27,249	689	$27,597	691	$31,075	2	$3,478
Total Capitol Police	1,340	$52,922	1,346	$54,656	1,348	$61,812	2	$7,156
Capitol Police- General Expenses		$1,887		$1,876		$2,072		$196
Official Mail- House		$57,221		$43,992		$58,984		$14,992
Official Mail- Senate		$32,284		$23,688		$35,500		$11,812
Official Mail- Expenses				$31,336				-$31,336
Total Official Mail		$89,504		$99,016		$94,484		-$4,532
Statements of Appropriations				$20		$20		
Total Joint Items	1,426	$149,476	1,431	$161,320	1,447	$165,288	16	$3,968
2. Breakdown by Object Class								
11 Personnel Compensation	1,426	$47,844	1,431	$49,979	1,447	$56,850	16	$6,871
12 Personnel Benefits		$9,550		$9,746		$11,146		$1,400
13 Benefits to Former Personnel								
21 Travel		$174		$178		$220		$42
22 Transportation of Things		$11		$10		$11		$1
23 Rent, Communications, Utilities		$89,634		$99,157		$94,638		-$4,519
24 Printing and Reproduction								
25 Other Services		$374		$368		$402		$34
26 Supplies and Materials		$1,351		$1,341		$1,390		$49
31 Equipment		$538		$541		$631		$90
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total Joint Items	1,426	$149,476	1431	$161,320	1,447	$165,288	16	$3,968

SCHEDULE B MASTER- JOINT ITEMS

JOINT ITEMS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	PROGRAM TYPE CHANGES											
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
Joint Committee on Taxation		$455		$27			14	$615				$1,097
Office of the Attending Physician		$45						$6				$51
Capitol Police- House		$3,678										$3,678
Capitol Police- Senate		$3,428					2	$50			2	$3,478
Capitol Police- Total		$7,106					2	$50			2	$7,156
Capitol Police General Expenses				$80				$116				$196
Official Mail Costs- House								$14,992				$14,992
Official Mail Costs- Senate								$11,812				$11,812
Official Mail Costs- Expenses								-$31,336				-$31,336
Official Mail Costs- Total								-$4,532				-$4,532
Statements of Appropriations												
Total Joint Items		$7,606		$107			16	-$3,745			2	$3,968
Breakdown by Object Class												
11 Personnel Compensation		$6,206					16	$665			2	$6,871
12 Personnel Benefits		$1,400										$1,400
13 Benefits to Former Personnel												
21 Travel				$9				$33				$42
22 Transportation of Things								$1				$1
23 Rent, Communications and Utilities				$6				-$4,525				-$4,519
24 Printing and Reproduction												
25 Other Services				$14				$20				$34
26 Supplies and Materials				$40				$9				$49
31 Equipment				$38				$52				$90
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total Joint Items		$7,606		$107			16	-$3,745			2	$3,968

SCHEDULE A MASTER

HOUSE OF REPRESENTATIVES AND JOINT ITEMS (PAGE 1 OF 2)

Breakdown by Organization	1989 Actual		1990 Estimate		1991 Estimate		Net Change	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
Payment to Widows and Heirs of Deceased Members of Congress		$90		$269				-$269
Mileage of Members		$150		$209		$210		$1
SALARIES AND EXPENSES	13,319	$475,954	13,375	$527,238	13,475	$671,148	100	$143,910
House Leadership Offices	81	$3,493	85	$4,347	85	$5,220		$873
Members' Clerk Hire	9,680	$181,996	9,680	$185,441	9,680	$210,514		$25,073
Committee Employees	941	$49,588	944	$54,230	944	$89,874		$35,644
Committee on the Budget		$289		$349		$379		$30
Standing Committees Special and Select	1,326	$40,981	1,352	$56,908	1,394	$83,168	42	$26,260
Allowances and Expenses		$159,327		$182,328		$226,700		$44,372
Committee on Appropriations	24	$4,327	24	$4,595	24	$6,120		$1,525
Salaries, Officers and Employees	1,267	$35,953	1,290	$39,040	1,348	$49,173	58	$10,133
Total House of Representatives	13,319	$476,193	13,375	$527,716	13,475	$671,358	100	$143,642

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
PAYMENTS TO WIDOWS AND HEIRS OF DECEASED MEMBERS OF CONGRESS

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990		$269
LESS: SEQUESTRATION		
BUDGET BASE, 1990		$269
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		-$269
1. ANNUALIZATION OF PAY RAISE		
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		-$269
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		-$269
III. TOTAL APPROPRIATION REQUEST, 1991		

HOUSE OF REPRESENTATIVES AND JOINT ITEMS (PAGE 2 OF 2)

Breakdown by Organization	1989 Actual		1990 Estimate		1991 Estimate		Net Change	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
Joint Items- House								
Joint Committee on Taxation	70	$3,818	70	$4,353	84	$5,450	14	$1,097
Office of the Attending Physician	16	$1,345	15	$1,399	15	$1,450		$51
Capitol Police Salaries-House	652	$25,673	657	$27,059	657	$30,737		$3,678
Capitol Police Salaries-Senate	688	$27,249	689	$27,597	691	$31,075	2	$3,478
Capitol Police Salaries- Total	1,340	$52,922	1,346	$54,656	1,348	$61,812	2	$7,156
Capitol Police, General Expenses		$1,887		$1,876		$2,072		$196
Official Mail Cost-House		$57,221		$43,992		$58,984		$14,992
Official Mail Cost- Senate		$32,284		$23,688		$35,500		$11,812
Official Mail Cost- Expenses				$31,336				-$31,336
Official Mail Cost- Total		$89,504		$67,680		$94,484		$26,804
Statements of Appropriations				$20		$20		
Total Joint Items	1,426	$149,476	1,431	$161,320	1,447	$165,288	16	$3,968
Total House and Joint Items	14,745	$625,670	14,806	$689,036	14,922	$836,646	116	$147,610
2. Breakdown by Object Class								
11 Personnel Compensation	14,745	$355,284	14,806	$375,342	14,922	$479,188	116	$103,846
12 Personnel Benefits		$82,681		$84,952		$121,129		$36,178
13 Benefits to Former Personnel		$1,535		$2,000		$2,000		
21 Travel		$9,710		$13,136		$14,269		$1,133
22 Transportation of Things		$41		$104		$26		-$78
23 Rent, Communications, Utilities		$123,389		$140,858		$141,635		$777
24 Printing and Reproduction		$7,603		$13,870		$9,438		-$4,432
25 Other Services		$11,740		$14,941		$19,109		$4,168
26 Supplies and Materials		$9,522		$12,150		$12,881		$731
31 Equipment		$23,576		$31,159		$36,439		$5,280
32 Land and Structures								
42 Insurance Claims/ Indemnities		$589		$524		$532		$8
TOTAL	14,745	$625,670	14,806	$689,036	14,922	$836,646	116	$147,610

SCHEDULE B MASTER- HOUSE AND JOINT ITEMS

HOUSE OF REPRESENTATIVES AND JOINT ITEMS (PAGE 1 OF 2)

ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	PROGRAM TYPE CHANGES											
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
Payments to Widows and Heirs of Deceased Members of Congress		-$269										-$269
Mileage of Members								$1				$1
SALARIES AND EXPENSES		$122,185		$6,621			100	$13,827		$1,277	100	$143,910
House Leadership Offices		$806		$5				$62				$873
Members' Clerk Hire		$22,440						$2,633				$25,073
Committee Employees		$34,874						$770				$35,644
Committee on the Budget								$5		$25		$30
Standing Committees, Special & Select		$22,847		$646			42	$2,590		$177	42	$26,260
Allowances and Expenses		$33,128		$4,629				$5,615		$1,000		$44,372
Committee on Appropriations		$49		$1,336				$65		$75		$1,525
Salaries, Officers and Employees		$8,041		$5			58	$2,087				$10,133
Total House of Representatives		$121,916		$6,621			100	$13,828		$1,277	100	$143,642

SCHEDULE B MASTER- HOUSE AND JOINT ITEMS

HOUSE OF REPRESENTATIVES AND JOINT ITEMS (PAGE 2 OF 2)

ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..			
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
Joint Committee on Taxation		$455		$27			14	$615				$1,097
Office of the Attending Physician		$45						$6				$51
Capitol Police- House		$3,678										$3,678
Capitol Police- Senate		$3,428					2	$50			2	$3,478
Capitol Police- Total		$7,106					2	$50			2	$7,156
Capitol Police General Expenses				$80				$116				$196
Official Mail Costs- House								$14,992				$14,992
Official Mail Costs- Senate								$11,812				$11,812
Official Mail Costs- Expenses								-$31,336				-$31,336
Official Mail Costs- Total								-$4,532				-$4,532
Statements of Appropriations												
Total Joint Items		$7,606		$107			16	-$3,745			2	$3,968
Total House and Joint Items		$129,522		$6,728			116	$10,083		$1,277	102	$147,610
Breakdown by Object Class												
11 Personnel Compensation		$95,280				$19	116	$8,547			102	$103,846
12 Personnel Benefits		$34,242						$1,935				$36,177
13 Benefits to Former Personnel												
21 Travel				$1,087		-$4		$50				$1,133
22 Transportation of Things				-$79				$1				-$78
23 Rent, Communications and Utilities				$1,818		-$2		-$1,039				$777
24 Printing and Reproduction				-$4,432								-$4,432
25 Other Services				$2,849		-$10		$329		$1,000		$4,168
26 Supplies and Materials				$670		-$3		$64				$731
31 Equipment				$4,816				$187		$277		$5,280
32 Land and Structures												
42 Insurance Claims and Indemnities				-$1				$9				$8
Total House and Joint Items		$129,522		$6,728			116	$10,083		$1,277	102	$147,610

Schedule A

HOUSE OF REPRESENTATIVES
PAYMENTS TO WIDOWS AND HEIRS OF DECEASED MEMBERS OF CONGRESS
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation								
12 Personnel Benefits		$90		$269				-$269
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total		$90		$269				-$269

Schedule B

HOUSE OF REPRESENTATIVES
PAYMENTS TO WIDOWS AND HEIRS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES											
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation												
12 Personnel Benefits		-$269										-$269
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		-$269										-$269

Schedule A

HOUSE OF REPRESENTATIVES
MILEAGE OF MEMBERS
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation 12 Personnel Benefits 13 Benefits to Former Personnel 21 Travel 22 Transportation of Things 23 Rent, Communications, Utilities 24 Printing and Reproduction 25 Other Services 26 Supplies and Materials 31 Equipment 32 Land and Structures 42 Insurance Claims/ Indemnities		$150		$209		$210		$1
Total		$150		$209		$210		$1

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
MILEAGE OF MEMBERS

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990		$210
LESS: EMERGENCY DRUG FUNDING		-$1
BUDGET BASE, 1990		$209
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		
1. ANNUALIZATION OF PAY RAISE		
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$1
1. LEGISLATION		
2. WORKLOAD		$1
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		$1
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$1
III. TOTAL APPROPRIATION REQUEST, 1991		$210

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
TOTAL SALARIES AND EXPENSES

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990	13,375	$536,907
LESS: SEQUESTRATION		-$7,360
EMERGENCY DRUG FUNDING		-$2,309
BUDGET BASE, 1990	13,375	$527,238
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		$122,185
1. ANNUALIZATION OF PAY RAISE		$64,773
2. FULL STAFF FUNDING		$18,390
3. MERITORIOUS/LONGEVITY INCREASE		$3,554
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		$2,357
7. PERSONNEL BENEFITS		$33,111
B. PRICE LEVEL CHANGES		$6,621
1. TRAVEL		$999
2. RENT, COMMUNICATIONS		$1,812
3. PRINTING AND REPRODUCTION		-$4,433
4. OTHER SERVICES		$2,729
5. SUPPLIES		$631
6. EQUIPMENT		$4,778
7. CONSULTANT CONTRACTS		$92
8. MISCELLANEOUS		$13
C. PROGRAM TYPE CHANGES	100	$15,104
1. LEGISLATION		
2. WORKLOAD	100	$13,827
a. TRAVEL		$16
b. RENT, COMMUNICATIONS		-$9
c. SUPPLIES		$55
d. INVESTIGATIVE WORKLOAD	16	$674
e. STAFF LEVEL CHANGES	84	$3,204
f. OTHER SERVICES		$217
g. RESTORATION OF SEQUESTRATION		$9,670
3. EQUIPMENT, MAINT, REPAIRS, ETC.		$1,277
a. REPLACEMENT AND UPGRADE		$1,277
II. NET INCREASE/DECREASE REQUESTED	100	$143,910
III. TOTAL APPROPRIATION REQUEST, 1991	13,475	$671,148

Schedule B

HOUSE OF REPRESENTATIVES
MILEAGE OF MEMBERS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..			
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation												
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things								$1				$1
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total								$1				$1

Schedule A

HOUSE OF REPRESENTATIVES
SALARIES AND EXPENSES
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	13,319	$307,440	13,375	$325,363	13,475	$422,338	100	$96,975
12 Personnel Benefits		$73,041		$74,937		$109,983		$35,046
13 Benefits to Former Personnel		$1,535		$2,000		$2,000		
21 Travel		$9,386		$12,749		$13,839		$1,090
22 Transportation of Things		$30		$94		$15		-$79
23 Rent, Communications, Utilities		$33,755		$41,701		$46,997		$5,296
24 Printing and Reproduction		$7,603		$13,870		$9,438		-$4,432
25 Other Services		$11,366		$14,573		$18,707		$4,134
26 Supplies and Materials		$8,171		$10,809		$11,491		$682
31 Equipment		$23,038		$30,618		$35,808		$5,190
32 Land and Structures								
42 Insurance Claims/ Indemnities		$589		$524		$532		$8
Total	13,319	$475,954	13,375	$527,238	13,475	$671,148	100	$143,910

Schedule B

HOUSE OF REPRESENTATIVES
SALARIES AND EXPENSES
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..			
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$89,074				$19	100	$7,882			100	$96,975
12 Personnel Benefits		$33,111						$1,935				$35,046
13 Benefits to Former Personnel				$1,078		-$4		$16				$1,090
21 Travel				-$79								-$79
22 Transportation of Things				$1,812		-$2		$3,486				$5,296
23 Rent, Communications and Utilities				-$4,432								-$4,432
24 Printing and Reproduction				$2,835		-$10		$309		$1,000		$4,134
25 Other Services				$630		-$3		$55				$682
26 Supplies and Materials				$4,778				$135		$277		$5,190
31 Equipment												
32 Land and Structures								$9				$8
42 Insurance Claims and Indemnities				-$1								
Total		$122,185		$6,621			100	$13,827		$1,277	100	$143,910

Schedule A

HOUSE OF REPRESENTATIVES
OFFICE OF THE SPEAKER
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	20	$823	20	$955	20	$1,081		$126
12 Personnel Benefits		$18		$25		$25		
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities				$1		$1		
24 Printing and Reproduction		$4		$11		$11		
25 Other Services		$6		$1		$1		
26 Supplies and Materials		$5		$12		$13		$1
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	20	$856	20	$1,005	20	$1,132		$127

Schedule B

HOUSE OF REPRESENTATIVES
OFFICE OF THE SPEAKER
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES: LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$112						$14				$126
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials				$1								$1
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$112		$1				$14				$127

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE SPEAKER		
	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990	20	$1,019
LESS: SEQUESTRATION		-$14
BUDGET BASE, 1990	20	$1,005
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		$112
1. ANNUALIZATION OF PAY RAISE		$112
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		$1
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		$1
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$14
1. LEGISLATION		
2. WORKLOAD		$14
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		$14
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$127
III. TOTAL APPROPRIATION REQUEST, 1991	20	$1,132

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
OFFICE OF THE MAJORITY LEADER

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990	17	$940
LESS: SEQUESTRATION		-$13
BUDGET BASE, 1990	17	$927
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		$130
1. ANNUALIZATION OF PAY RAISE		$130
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		$1
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		$1
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$13
1. LEGISLATION		
2. WORKLOAD		$13
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		$13
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$144
III. TOTAL APPROPRIATION REQUEST, 1991	17	$1,071

Explanation of Changes Shown on Schedule C

OFFICE OF THE SPEAKER

Mandatory Pay and Related Changes

Increase is attributed to the annualization of the COLAs and the executive pay increase.

Price Level Changes

Increase due to rise in cost of goods and services.

Program Changes

Workload

Restores funds not available due to sequestration.

Schedule A

HOUSE OF REPRESENTATIVES
OFFICE OF THE MAJORITY LEADER
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	14	$635	17	$902	17	$1,045		$143
12 Personnel Benefits		$10		$10		$10		
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services		$5		$7		$7		
26 Supplies and Materials		$11		$6		$6		
31 Equipment				$2		$3		$1
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	14	$661	17	$927	17	$1,071		$144

Schedule B

HOUSE OF REPRESENTATIVES
OFFICE OF THE MAJORITY LEADER
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES											
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$130						$13				$143
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment				$1								$1
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$130		$1				$13				$144

Explanation of Changes Shown on Schedule C

OFFICE OF THE MAJORITY LEADER

Mandatory Pay and Related Changes

Increase is attributed to the annualization of the COLAs and the executive pay increase.

Price Level Changes

Increase due to rise in cost of goods and services.

Program Changes
Workload

Restores funds not available due to sequestration.

Schedule A

HOUSE OF REPRESENTATIVES
OFFICE OF THE MINORITY LEADER
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	20	$759	20	$992	20	$1,281		$289
12 Personnel Benefits		$10		$10		$10		
13 Benefits to Former Personnel								
21 Travel		$1		$3		$3		
22 Transportation of Things								
23 Rent, Communications, Utilities				$1		$1		
24 Printing and Reproduction		$10		$3		$3		
25 Other Services		$1		$1		$1		
26 Supplies and Materials		$28		$16		$17		$1
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	20	$809	20	$1,026	20	$1,316		$290

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
OFFICE OF THE MINORITY LEADER

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990	20	$1,041
LESS: SEQUESTRATION		-$15
BUDGET BASE, 1990	20	$1,026
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		$274
1. ANNUALIZATION OF PAY RAISE		$198
2. FULL STAFF FUNDING		$76
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		$1
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		$1
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$15
1. LEGISLATION		
2. WORKLOAD		$15
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		$15
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$290
III. TOTAL APPROPRIATION REQUEST, 1991	20	$1,316

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
OFFICE OF THE MAJORITY WHIP

	STAFF	AMOUNT ($000)
APPROPRIATION, 1990	16	$755
LESS: SEQUESTRATION		-$11
BUDGET BASE, 1990	16	$744
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		$217
1. ANNUALIZATION OF PAY RAISE		$141
2. FULL STAFF FUNDING		$76
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		$1
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		$1
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$11
1. LEGISLATION		
2. WORKLOAD		$11
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		$11
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$229
III. TOTAL APPROPRIATION REQUEST, 1991	16	$973

Schedule B

HOUSE OF REPRESENTATIVES
OFFICE OF THE MINORITY LEADER
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES: LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$274						$15				$289
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials				$1								$1
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$274		$1				$15				$290

Explanation of Changes Shown on Schedule C

OFFICE OF THE MINORITY LEADER

Mandatory Pay and Related Changes

Increase is attributed to the annualization of the COLAs, the executive pay increase and the funding of a previously authorized

Price Level Changes

Increase due to rise in cost of goods and services.

Program Changes
Workload

Restores funds not available due to sequestration.

Schedule A

HOUSE OF REPRESENTATIVES
OFFICE OF THE MAJORITY WHIP
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	16	$601	16	$702	16	$930		$228
12 Personnel Benefits		$5		$5		$5		
13 Benefits to Former Personnel								
21 Travel		$5						
22 Transportation of Things								
23 Rent, Communications, Utilities		$4		$4		$4		
24 Printing and Reproduction		$1						
25 Other Services		$4		$5		$5		
26 Supplies and Materials		$22		$28		$29		$1
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	16	$642	16	$744	16	$973		$229

Schedule B

HOUSE OF REPRESENTATIVES
OFFICE OF THE MAJORITY WHIP
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES: LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$217						$11				$228
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials				$1								$1
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$217		$1				$11				$229

Explanation of Changes Shown on Schedule C

OFFICE OF THE MAJORITY WHIP

Mandatory Pay and Related Changes

Increase is attributed to the annualization of the COLAs, the executive pay increase and the funding of a previously authorized

Price Level Changes

Increase due to rise in cost of goods and services.

Program Changes
Workload

Restores funds not available due to sequestration.

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE MINORITY WHIP		
	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990	12	$654
LESS: SEQUESTRATION		-$9
BUDGET BASE, 1990	12	$645
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		$73
1. ANNUALIZATION OF PAY RAISE		$73
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		$1
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		$1
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$9
1. LEGISLATION		
2. WORKLOAD		$9
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		$9
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$83
III. TOTAL APPROPRIATION REQUEST, 1991	12	$728

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
TOTAL LEADERSHIP OFFICES

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990	85	$4,409
LESS: SEQUESTRATION		-$62
BUDGET BASE, 1990	85	$4,347
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		$806
1. ANNUALIZATION OF PAY RAISE		$654
2. FULL STAFF FUNDING		$152
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		$5
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		$4
6. EQUIPMENT		$1
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$62
1. LEGISLATION		
2. WORKLOAD		$62
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		$62
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$873
III. TOTAL APPROPRIATION REQUEST, 1991	85	$5,220

Schedule A

HOUSE OF REPRESENTATIVES
OFFICE OF THE MINORITY WHIP
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	11	$506	12	$620	12	$702		$82
12 Personnel Benefits		$5		$5		$5		
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities				$5		$5		
24 Printing and Reproduction		$3		$2		$2		
25 Other Services				$3		$3		
26 Supplies and Materials		$11		$10		$11		$1
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	11	$525	12	$645	12	$728		$83

Schedule B

HOUSE OF REPRESENTATIVES
OFFICE OF THE MINORITY WHIP
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..			
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$73						$9				$82
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials				$1								$1
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$73		$1				$9				$83

Explanation of Changes Shown on Schedule C

OFFICE OF THE MINORITY WHIP

Mandatory Pay and Related Changes

Increase is attributed to the annualization of the COLAs and the executive pay increase.

Price Level Changes

Increase due to rise in cost of goods and services.

Program Changes
Workload

Restores funds not available due to sequestration.

Schedule A

HOUSE OF REPRESENTATIVES
TOTAL HOUSE LEADERSHIP OFFICES
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	81	$3,324	85	$4,171	85	$5,039		$868
12 Personnel Benefits		$48		$55		$55		
13 Benefits to Former Personnel								
21 Travel		$6		$3		$3		
22 Transportation of Things								
23 Rent, Communications, Utilities		$4		$11		$11		
24 Printing and Reproduction		$18		$16		$16		
25 Other Services		$16		$17		$17		
26 Supplies and Materials		$77		$72		$76		$4
31 Equipment				$2		$3		$1
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	81	$3,493	85	$4,347	85	$5,220		$873

Schedule B

HOUSE OF REPRESENTATIVES
TOTAL LEADERSHIP OFFICES
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PROGRAM TYPE CHANGES: PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$806						$62				$868
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials				$4								$4
31 Equipment				$1								$1
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$806		$5				$62				$873

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
MEMBERS'CLERK HIRE

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990	9,680	$188,074
LESS: SEQUESTRATION		-$2,633
BUDGET BASE, 1990	9,680	$185,441
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		$22,440
1. ANNUALIZATION OF PAY RAISE		$20,540
2. FULL STAFF FUNDING		$1,900
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$2,633
1. LEGISLATION		
2. WORKLOAD		$2,633
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		$2,633
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$25,073
III. TOTAL APPROPRIATION REQUEST, 1991	9,680	$210,514

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION COMMITTEE EMPLOYEES		
	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990	944	$55,000
LESS: SEQUESTRATION		-$770
BUDGET BASE, 1990	944	$54,230
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		$34,874
1. ANNUALIZATION OF PAY RAISE		$18,536
2. FULL STAFF FUNDING		$16,338
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$770
1. LEGISLATION		
2. WORKLOAD		$770
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		$770
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$35,644
III. TOTAL APPROPRIATION REQUEST, 1991	944	$89,874

Schedule A

HOUSE OF REPRESENTATIVES
MEMBERS' CLERK HIRE
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	9,680	$181,996	9,680	$185,441	9,680	$210,514		$25,073
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	9,680	$181,996	9,680	$185,441	9,680	$210,514		$25,073

Schedule B

HOUSE OF REPRESENTATIVES
MEMBER'S CLERK HIRE
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	PROGRAM TYPE CHANGES											
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$22,440						$2,633				$25,073
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$22,440						$2,633				$25,073

Explanation of Changes Shown on Schedule C

MEMBERS' CLERK HIRE

Mandatory Pay and Related Changes

Increase is attributed to the annualization of the COLAs, the executive pay increase and reinstatement of funding to authorize

Program Changes
Workload

Restores funds not available due to sequestration.

SCHEDULE A

HOUSE OF REPRESENTATIVES
COMMITTEE EMPLOYEES
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	941	$49,588	944	$54,230	944	$89,874		$35,644
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims / Indemnities								
Total	941	$49,588	944	$54,230	944	$89,874		$35,644

Schedule B

HOUSE OF REPRESENTATIVES
COMMITTEE EMPLOYEES
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..			
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$34,874						$770				$35,644
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$34,874						$770				$35,644

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
COMMITTEE ON THE BUDGET

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990		$354
LESS: SEQUESTRATION		-$5
BUDGET BASE, 1990		$349
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		
1. ANNUALIZATION OF PAY RAISE		
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$30
1. LEGISLATION		
2. WORKLOAD		$5
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		$5
3. EQUIPMENT, MAINT, REPAIRS, ETC.		$25
a. REPLACEMENT AND UPGRADE		$25
II. NET INCREASE/DECREASE REQUESTED		$30
III. TOTAL APPROPRIATION REQUEST, 1991		$379

Explanation of Changes Shown on Schedule C

COMMITTEE EMPLOYEES

Mandatory Pay and Related Changes

Increase is attributed to the annualization of the COLAs, the executive pay increase and reinstatement of funding to authorize

Program Changes
Workload

Restores funds not available due to sequestration.

Schedule A

HOUSE OF REPRESENTATIVES
COMMITTEE ON THE BUDGET
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation								
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel		$9		$28		$28		
22 Transportation of Things								
23 Rent, Communications, Utilities		$7		$10		$10		
24 Printing and Reproduction								
25 Other Services		$36		$40		$40		
26 Supplies and Materials		$25		$29		$29		
31 Equipment		$212		$242		$272		$30
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total		$289		$349		$379		$30

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Schedule B

HOUSE OF REPRESENTATIVES
COMMITTEE ON THE BUDGET
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation												
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment								$5		$25		$30
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total								$5		$25		$30

Explanation of Changes Shown on Schedule C

COMMITTEE ON THE BUDGET

Program Changes
Workload

Restores funds not available due to sequestration.

Equipment, Maintenance and Repairs, etc

Increase requested to fund upgrade and standardization of computers and associated networks.

SCHEDULE A

HOUSE OF REPRESENTATIVES
STANDING COMMITTEES, SPECIAL AND SELECT
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	1,326	$34,944	1,352	$40,032	1,394	$65,190	42	$25,158
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel		$929		$1,913		$2,096		$183
22 Transportation of Things				$77				-$77
23 Rent, Communications, Utilities		$291		$4,332		$4,528		$196
24 Printing and Reproduction		$18		$25		$27		$2
25 Other Services		$1,345		$4,672		$5,096		$424
26 Supplies and Materials		$629		$1,351		$1,485		$134
31 Equipment		$2,825		$4,506		$4,746		$240
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	1,326	$40,981	1,352	$56,908	1,394	$83,168	42	$26,260

Schedule B

HOUSE OF REPRESENTATIVES
STANDING, COMMITTEES, SPECIAL AND SELECT
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES: LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$22,847					42	$2,311			42	$25,158
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel				$167				$16				$183
22 Transportation of Things				-$77								-$77
23 Rent, Communications and Utilities				$205				-$9				$196
24 Printing and Reproduction				$2								$2
25 Other Services				$207				$217				$424
26 Supplies and Materials				$79				$55				$134
31 Equipment				$63						$177		$240
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$22,847		$646			42	$2,590		$177	42	$26,260

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
STANDING COMMITTEES, SPECIAL AND SELECT

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990	1,352	$57,716
LESS: SEQUESTRATION		-$808
BUDGET BASE, 1990	1,352	$56,908
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		$22,847
1. ANNUALIZATION OF PAY RAISE		$20,261
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		$2,586
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		$646
1. TRAVEL		$90
2. RENT, COMMUNICATIONS		$205
3. PRINTING AND REPRODUCTION		$2
4. OTHER SERVICES		$101
5. SUPPLIES		$79
6. EQUIPMENT		$63
7. CONSULTANT CONTRACTS		$92
8. MISCELLANEOUS		$14
C. PROGRAM TYPE CHANGES	42	$2,767
1. LEGISLATION		
2. WORKLOAD	42	$2,590
a. TRAVEL		$16
b. RENT, COMMUNICATIONS		-$9
c. SUPPLIES		$55
d. INVESTIGATIVE WORKLOAD	16	$533
e. STAFF LEVEL CHANGES	26	$970
f. OTHER SERVICES		$217
g. RESTORATION OF SEQUESTRATION		$808
3. EQUIPMENT, MAINT, REPAIRS, ETC.		$177
a. REPLACEMENT AND UPGRADE		$177
II. NET INCREASE/DECREASE REQUESTED	42	$26,260
III. TOTAL APPROPRIATION REQUEST, 1991	1,394	$83,168

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICIAL EXPENSES OF MEMBERS		
	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990		$76,341
LESS: SEQUESTRATION		-$1,069
BUDGET BASE, 1990		$75,272
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		
1. ANNUALIZATION OF PAY RAISE		
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		$2,357
1. TRAVEL		$916
2. RENT, COMMUNICATIONS		$3,439
3. PRINTING AND REPRODUCTION		-$4,531
4. OTHER SERVICES		$435
5. SUPPLIES		$932
6. EQUIPMENT		$1,166
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$1,069
1. LEGISLATION		
2. WORKLOAD		$1,069
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		$1,069
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$3,426
III. TOTAL APPROPRIATION REQUEST, 1991		$78,698

Explanation of Changes Shown on Schedule C

STANDING COMMITTEES, SPECIAL AND SELECT

Mandatory Pay and Related Changes

Increase is attributed to the annualization of the COLAs, the executive pay increase and anticipated longevity and meritorious pay increases.

Price Level Changes

Increase due to rise in cost of goods and services.

Program Changes

Workload

Restores funds not available due to sequestration.

Funds new committee workload in such areas as oversight and investigation of commodity future trading, the Resolution Tr Corporation, new Member orientation, contested elections, federal employees health benefits and the General Agreement for Tariff and Trade.

Equipment, Maintenance, Repairs, etc.

Increase due to continuing upgrade and replacement of computer systems.

Schedule A

HOUSE OF REPRESENTATIVES
OFFICIAL EXPENSES OF MEMBERS
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation								
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel		$7,675		$9,946		$10,862		$916
22 Transportation of Things		$12						
23 Rent, Communications, Utilities		$20,141		$25,278		$29,786		$4,508
24 Printing and Reproduction		$6,996		$13,256		$8,725		-$4,531
25 Other Services		$4,978		$5,265		$5,700		$435
26 Supplies and Materials		$5,933		$7,391		$8,323		$932
31 Equipment		$13,292		$14,136		$15,302		$1,166
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total		$59,027		$75,272		$78,698		$3,426

Schedule B

HOUSE OF REPRESENTATIVES
OFFICIAL EXPENSES OF MEMBERS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES: LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation												
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel				$916								$916
22 Transportation of Things												
23 Rent, Communications and Utilities				$3,439				$1,069				$4,508
24 Printing and Reproduction				-$4,531								-$4,531
25 Other Services				$435								$435
26 Supplies and Materials				$932								$932
31 Equipment				$1,166								$1,166
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total				$2,357				$1,069				$3,426

Explanation of Changes Shown on Schedule C

OFFICIAL EXPENSES OF MEMBERS

Price Level Changes

Increase due to rise in cost of goods and services.

Program Changes

Workload

Restores funds not available due to sequestration.

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION SUPPLIES, MATERIALS, ADMIN COSTS AND FED TORT CLAIMS	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990		$19,577
LESS: SEQUESTRATION		-$116
EMERGENCY DRUG FUNDING		-$2,309
BUDGET BASE, 1990		$17,152
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		
1. ANNUALIZATION OF PAY RAISE		
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		$348
1. TRAVEL		-$52
2. RENT, COMMUNICATIONS		-$1,835
3. PRINTING AND REPRODUCTION		$96
4. OTHER SERVICES		$460
5. SUPPLIES		-$389
6. EQUIPMENT		$2,054
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		$14
C. PROGRAM TYPE CHANGES		$2,426
1. LEGISLATION		
2. WORKLOAD		$2,426
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION & EMERGENCY DRUG FUNDING		$2,426
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$2,774
III. TOTAL APPROPRIATION REQUEST, 1991		$19,926

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
OFFICE EQUIPMENT

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990		$9,276
LESS: SEQUESTRATION		-$130
BUDGET BASE, 1990		$9,146
A. MANDATORY CHANGES		
1. ANNUALIZATION OF PAY RAISE		
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		$1,494
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		$1,494
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$130
1. LEGISLATION		
2. WORKLOAD		$130
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		$130
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$1,624
III. TOTAL APPROPRIATION REQUEST, 1991		$10,770

Schedule A

HOUSE OF REPRESENTATIVES
SUPPLIES, MATERIALS, ADMINISTRATIVE COSTS AND FEDERAL TORT CLAIMS
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation								
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel		$70		$116		$66		-$50
22 Transportation of Things		$15		$17		$15		-$2
23 Rent, Communications, Utilities		$13,280		$12,009		$12,600		$591
24 Printing and Reproduction		$540		$559		$655		$96
25 Other Services		$425		$280		$740		$460
26 Supplies and Materials		$1,330		$1,819		$1,430		-$389
31 Equipment		$4,039		$2,341		$4,395		$2,054
32 Land and Structures								
42 Insurance Claims/ Indemnities		$61		$11		$25		$14
Total		$19,760		$17,152		$19,926		$2,774

Schedule B

HOUSE OF REPRESENTATIVES
SUPPLIES, MATERIALS, ADMINISTRATIVE COSTS AND FEDERAL TORT CLAIMS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..			
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation								—				
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel				-$50								-$50
22 Transportation of Things				-$2								-$2
23 Rent, Communications and Utilities				-$1,835				$2,426				$591
24 Printing and Reproduction				$96								$96
25 Other Services				$460								$460
26 Supplies and Materials				-$389								-$389
31 Equipment				$2,054								$2,054
32 Land and Structures												
42 Insurance Claims and Indemnities				$14								$14
Total				$348				$2,426				$2,774

Explanation of Changes Shown on Schedule C

SUPPLIES, MATERIALS,ADMINISTRATIVE COSTS AND FEDERAL TORT CLAIMS

Price Level Changes

Changes reflect rise in cost of goods and services while decreases reflect advantage gained from smarter buying, particularly in the area of communications where savings are anticipated with the change from FTS to commercial service.

Program Changes

Workload

Restores funds not available due to sequestration and emergency drug funding.

Schedule A

HOUSE OF REPRESENTATIVES
OFFICE EQUIPMENT
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation								
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment		$2,430		$9,146		$10,770		$1,624
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total		$2,430		$9,146		$10,770		$1,624

Schedule B

HOUSE OF REPRESENTATIVES
OFFICE EQUIPMENT
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES: LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation												
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment				$1,494				$130				$1,624
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total				$1,494				$130				$1,624

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
FURNITURE AND FURNISHINGS

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990		$1,130
LESS: SEQUESTRATION		-$16
BUDGET BASE, 1990		$1,114
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		
1. ANNUALIZATION OF PAY RAISE		
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		$280
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		$280
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$1,016
1. LEGISLATION		
2. WORKLOAD		$16
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		$16
3. EQUIPMENT, MAINT, REPAIRS, ETC.		$1,000
a. REPLACEMENT AND UPGRADE		$1,000
II. NET INCREASE/DECREASE REQUESTED		$1,296
III. TOTAL APPROPRIATION REQUEST, 1991		$2,410

Explanation of Changes Shown on Schedule C

OFFICE EQUIPMENT

Price Level Changes

Changes reflect rise in cost of goods and services particularly the cost of maintenance of equipment.

Program Changes

Workload

Restores funds not available due to sequestration.

Schedule A

HOUSE OF REPRESENTATIVES
FURNITURE AND FURNISHINGS
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation								
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things		$3						
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services		$1,380		$1,114		$2,410		$1,296
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total		$1,383		$1,114		$2,410		$1,296

Schedule B

HOUSE OF REPRESENTATIVES
FURNITURE AND FURNISHINGS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	PROGRAM TYPE CHANGES											
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation												
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services				$280				$16		$1,000		$1,296
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total				$280				$16		$1,000		$1,296

Explanation of Changes Shown on Schedule C

FURNITURE AND FURNISHINGS

Price Level Changes

Changes reflect rise in cost of goods and services and the higher cost of modular furniture.

Program Changes
Workload

Restores funds not available due to sequestration.

Schedule A

HOUSE OF REPRESENTATIVES
STENOGRAPHIC REPORTING
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation								
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services		$626		$789		$950		$161
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total		$626		$789		$950		$161

Schedule B

HOUSE OF REPRESENTATIVES
STENOGRAPHIC REPORTING
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	PROGRAM TYPE CHANGES											
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation												
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services				$150				$11				$161
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total				$150				$11				$161

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION STENOGRAPHIC REPORTING		
	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990		$800
LESS: SEQUESTRATION		-$11
BUDGET BASE, 1990		$789
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		
1. ANNUALIZATION OF PAY RAISE		
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		$150
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		$150
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$11
1. LEGISLATION		
2. WORKLOAD		$11
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		$11
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$161
III. TOTAL APPROPRIATION REQUEST, 1991		$950

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
REEMPLOYED ANNUITANTS

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990		$1,380
LESS: SEQUESTRATION		-$19
BUDGET BASE, 1990		$1,361
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		$18
1. ANNUALIZATION OF PAY RAISE		$18
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$19
1. LEGISLATION		
2. WORKLOAD		$19
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		$19
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$37
III. TOTAL APPROPRIATION REQUEST, 1991		$1,398

Explanation of Changes Shown on Schedule C

STENOGRAPHIC REPORTING

Price Level Changes

Changes reflect rise in per page rate charged by outside reporting firms.

Program Changes

Workload

Restores funds not available due to sequestration.

Schedule A

HOUSE OF REPRESENTATIVES
REEMPLOYED ANNUITANTS
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation		$996		$1,361		$1,398		$37
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total		$996		$1,361		$1,398		$37

Schedule B

HOUSE OF REPRESENTATIVES
REEMPLOYED ANNUITANTS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..			
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$18						$19				$37
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$18						$19				$37

Explanation of Changes Shown on Schedule C

REEMPLOYED ANNUITANTS

Mandatory Pay and Related Changes

Increase is attributed to the annualization of the COLAs.

Program Changes
Workload

Restores funds not available due to sequestration.

Schedule A

HOUSE OF REPRESENTATIVES
GOVERNMENT CONTRIBUTIONS
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation								
12 Personnel Benefits		$72,993		$74,881		$109,926		$35,045
13 Benefits to Former Personnel		$1,535		$2,000		$2,000		
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total		$74,528		$76,881		$111,926		$35,045

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SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION GOVERNMENT CONTRIBUTIONS		
	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990		$77,973
LESS: SEQUESTRATION		-$1,092
BUDGET BASE, 1990		$76,881
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		$33,110
1. ANNUALIZATION OF PAY RAISE		
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		$33,110
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$1,935
1. LEGISLATION		
2. WORKLOAD		$1,935
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		$141
e. STAFF LEVEL CHANGES		$702
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		$1,092
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$35,045
III. TOTAL APPROPRIATION REQUEST, 1991		$111,926

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
MISCELLANEOUS ITEMS

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990		$622
LESS: SEQUESTRATION		-$9
BUDGET BASE, 1990		$613
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		
1. ANNUALIZATION OF PAY RAISE		
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		$15
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		-$15
C. PROGRAM TYPE CHANGES		$9
1. LEGISLATION		
2. WORKLOAD		$9
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		$9
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$0
III. TOTAL APPROPRIATION REQUEST, 1991		$622

Schedule B

HOUSE OF REPRESENTATIVES
GOVERNMENT CONTRIBUTIONS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.,			
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$33,110						$1,935				$35,045
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$33,110						$1,935				$35,045

Explanation of Changes Shown on Schedule C

GOVERNMENT CONTRIBUTIONS

Mandatory Pay and Related Changes

Increase is attributed to higher payroll costs, increase in health premiums and the continued migration of the workforce from CSRS to FERS.

Program Changes

Workload

Restores funds not available due to sequestration.

Increase due to the costs associated with the employment of additional personnel.

Schedule A

HOUSE OF REPRESENTATIVES
MISCELLANEOUS ITEMS
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation								
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel		$29		$45		$60		$15
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials		$20		$55		$55		
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities		$528		$513		$507		-$6
Total		$577		$613		$622		$9

Schedule B

HOUSE OF REPRESENTATIVES
MISCELLANEOUS ITEMS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..			
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation												
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel				$15								$15
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities				-$15				$9				-$6
Total								$9				$9

Explanation of Changes Shown on Schedule C

MISCELLANEOUS ITEMS

Price Level Changes

Change due tc higher cost of operating vehicles and lower anticipated gratuity payments.

Program Changes
Workload

Restores funds not available due to sequestration.

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
TOTAL ALLOWANCES AND EXPENSES

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990		$187,099
LESS: SEQUESTRATION		-$2,462
EMERGENCY DRUG FUNDING		-$2,309
BUDGET BASE, 1990		$182,328
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		$33,128
1. ANNUALIZATION OF PAY RAISE		$18
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		$33,110
B. PRICE LEVEL CHANGES		$4,629
1. TRAVEL		$879
2. RENT, COMMUNICATIONS		$1,604
3. PRINTING AND REPRODUCTION		-$4,435
4. OTHER SERVICES		$1,325
5. SUPPLIES		$543
6. EQUIPMENT		$4,714
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		-$1
C. PROGRAM TYPE CHANGES		$6,615
1. LEGISLATION		
2. WORKLOAD		$5,615
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		$141
e. STAFF LEVEL CHANGES		$702
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION & EMERGENGY DRUG FUNDING		$4,772
3. EQUIPMENT, MAINT, REPAIRS, ETC.		$1,000
a. REPLACEMENT AND UPGRADE		$1,000
II. NET INCREASE/DECREASE REQUESTED		$44,372
III. TOTAL APPROPRIATION REQUEST, 1991		$226,700

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
COMMITTEE ON APPROPRIATIONS

	STAFF	AMOUNT ($000)
APPROPRIATION, 1990	24	$4,660
LESS: SEQUESTRATION		-$65
BUDGET BASE, 1990	24	$4,595
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		$49
1. ANNUALIZATION OF PAY RAISE		$49
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		$1,336
1. TRAVEL		$30
2. RENT, COMMUNICATIONS		$2
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		$1,300
5. SUPPLIES		$4
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$140
1. LEGISLATION		
2. WORKLOAD		$65
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		$65
3. EQUIPMENT, MAINT, REPAIRS, ETC.		$75
a. REPLACEMENT AND UPGRADE		$75
II. NET INCREASE/DECREASE REQUESTED		$1,525
III. TOTAL APPROPRIATION REQUEST, 1991	24	$6,120

Schedule A

HOUSE OF REPRESENTATIVES
TOTAL ALLOWANCES AND EXPENSES
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation		$996		$1,361		$1,398		$37
12 Personnel Benefits		$72,993		$74,881		$109,926		$35,045
13 Benefits to Former Personnel		$1,535		$2,000		$2,000		
21 Travel		$7,774		$10,107		$10,988		$881
22 Transportation of Things		$30		$17		$15		-$2
23 Rent, Communications, Utilities		$33,421		$37,287		$42,386		$5,099
24 Printing and Reproduction		$7,536		$13,815		$9,380		-$4,435
25 Other Services		$7,409		$7,448		$9,800		$2,352
26 Supplies and Materials		$7,283		$9,265		$9,808		$543
31 Equipment		$19,761		$25,623		$30,467		$4,844
32 Land and Structures								
42 Insurance Claims/ Indemnities		$589		$524		$532		$8
Total		$159,327		$182,328		$226,700		$44,372

Schedule B

HOUSE OF REPRESENTATIVES
TOTAL ALLOWANCES AND EXPENSES
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..			
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$18						$19				$37
12 Personnel Benefits		$33,110						$1,935				$35,045
13 Benefits to Former Personnel				$881								$881
21 Travel				-$2								-$2
22 Transportation of Things				$1,604				$3,495				$5,099
23 Rent, Communications and Utilities				-$4,435								-$4,435
24 Printing and Reproduction				$1,325				$27		$1,000		$2,352
25 Other Services				$543								$543
26 Supplies and Materials				$4,714				$130				$4,844
31 Equipment												
32 Land and Structures				-$1				$9				$8
42 Insurance Claims and Indemnities												
Total		$33,128		$4,629				$5,615		$1,000		$44,372

Schedule A

HOUSE OF REPRESENTATIVES
COMMITTEE ON APPROPRIATIONS
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	24	$880	24	$1,268	24	$1,317		$49
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel		$665		$690		$720		$30
22 Transportation of Things								
23 Rent, Communications, Utilities		$17		$21		$23		$2
24 Printing and Reproduction								
25 Other Services		$2,515		$2,365		$3,730		$1,365
26 Supplies and Materials		$10		$11		$15		$4
31 Equipment		$240		$240		$315		$75
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	24	$4,327	24	$4,595	24	$6,120		$1,525

Schedule B

HOUSE OF REPRESENTATIVES
COMMITTEE ON APPROPRIATIONS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..			
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$49										$49
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel				$30								$30
22 Transportation of Things												
23 Rent, Communications and Utilities				$2								$2
24 Printing and Reproduction												
25 Other Services				$1,300				$65				$1,365
26 Supplies and Materials				$4								$4
31 Equipment										$75		$75
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$49		$1,336				$65		$75		$1,525

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE CLERK	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990	538	$17,514
LESS: SEQUESTRATION		-$245
BUDGET BASE, 1990	538	$17,269
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		$3,865
1. ANNUALIZATION OF PAY RAISE		$1,904
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		$451
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		$1,510
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES	24	$1,192
1. LEGISLATION	6	$279
2. WORKLOAD	18	$913
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES	18	$668
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		$245
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED	24	$5,057
III. TOTAL APPROPRIATION REQUEST, 1991	562	$22,326

Explanation of Changes Shown on Schedule C

COMMITTEE ON APPROPRIATIONS

Mandatory Pay and Related Changes

Increase is attributed to the annualization of the COLAs and the executive pay increase.

Price Level Changes

Increase due to rise in cost of goods and services.

Program Changes

Workload

Restores funds not available due to sequestration.

Equipment, Maintenance, Repairs, etc.

Funds the acquisition of computer equipment.

Schedule A

HOUSE OF REPRESENTATIVES
OFFICE OF THE CLERK
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	526	$16,500	538	$17,268	562	$22,325	24	$5,057
12 Personnel Benefits				$1		$1		
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	526	$16,500	538	$17,269	562	$22,326	24	$5,057

Schedule B

HOUSE OF REPRESENTATIVES
OFFICE OF THE CLERK
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES: LEGISLATION		PROGRAM TYPE CHANGES: WORKLOAD		PROGRAM TYPE CHANGES: EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$3,865			6	$279	18	$913			24	$5,057
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$3,865			6	$279	18	$913			24	$5,057

Explanation of Changes Shown on Schedule C

OFFICE OF THE CLERK

Mandatory Pay and Related Changes

Increase is attributed to the annualization of the COLA , the executive pay increase and longevity and merit increases.

Program Changes
Workload

Increase is due to transfer of six positions from the Office of the Historian, four new positions for an Employee Assistance Program, four positions for the Office of Fair Employment, three positions for curatorial operations and funding for seven new positions that we anticipate will be created during Fiscal Year 1990. These positions will be in the Immediate Office, the General Counsel's Office and the House Recording Studio.

Restores funds not available due to sequestration.

Schedule A

HOUSE OF REPRESENTATIVES
OFFICE OF THE SERGEANT AT ARMS
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	21	$949	22	$987	22	$1,454		$467
12 Personnel Benefits						$1		$1
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	21	$949	22	$987	22	$1,455		$468

Schedule B

HOUSE OF REPRESENTATIVES
OFFICE OF THE SERGEANT AT ARMS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$453						$14				$467
12 Personnel Benefits		$1										$1
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$454						$14				$468

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE SERGEANT AT ARMS		
	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990	22	$1,001
LESS: SEQUESTRATION		-$14
BUDGET BASE, 1990	22	$987
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		$454
1. ANNUALIZATION OF PAY RAISE		$264
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		$87
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		$102
7. PERSONNEL BENEFITS		$1
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$14
1. LEGISLATION		
2. WORKLOAD		$14
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		$14
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$468
III. TOTAL APPROPRIATION REQUEST, 1991	22	$1,455

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
OFFICE OF THE DOORKEEPER

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990	378	$8,747
LESS: SEQUESTRATION		-$122
BUDGET BASE, 1990	378	$8,625
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		$1,344
1. ANNUALIZATION OF PAY RAISE		$503
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		$210
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		$631
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES	1	$145
1. LEGISLATION		
2. WORKLOAD	1	$145
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES	1	$23
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		$122
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED	1	$1,489
III. TOTAL APPROPRIATION REQUEST, 1991	379	$10,114

Explanation of Changes Shown on Schedule C

OFFICE OF THE SERGEANT AT ARMS

Mandatory Pay and Related Changes

Increase is attributed to the annualization of the COLA , the executive pay increase and longevity and merit increases.

Program Changes
Workload

Restores funds not available due to sequestration.

Schedule A

HOUSE OF REPRESENTATIVES
OFFICE OF THE DOORKEEPER
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	378	$7,539	378	$8,625	379	$10,114	1	$1,489
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	378	$7,539	378	$8,625	379	$10,114	1	$1,489

Schedule B

HOUSE OF REPRESENTATIVES
OFFICE OF THE DOORKEEPER
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..			
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$1,344					1	$145			1	$1,489
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$1,344					1	$145			1	$1,489

Explanation of Changes Shown on Schedule C

OFFICE OF THE DOORKEEPER

Mandatory Pay and Related Changes

Increase is attributed to the annualization of the COLA , the executive pay increase and longevity and merit increases.

Program Changes

Workload

Funds are requested for one additional position in the Press Gallery.

Restores funds not available due to sequestration.

Schedule A

HOUSE OF REPRESENTATIVES
OFFICE OF THE POSTMASTER
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	131	$2,703	136	$2,986	171	$4,105	35	$1,119
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	131	$2,703	136	$2,986	171	$4,105	35	$1,119

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
OFFICE OF THE POSTMASTER

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990	136	$3,028
LESS: SEQUESTRATION		-$42
BUDGET BASE, 1990	136	$2,986
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		$457
1. ANNUALIZATION OF PAY RAISE		$200
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		$143
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		$114
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES	35	$662
1. LEGISLATION		
2. WORKLOAD	35	$662
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES	35	$620
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		$42
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED	35	$1,119
III. TOTAL APPROPRIATION REQUEST, 1991	171	$4,105

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
OFFICE OF THE CHAPLAIN

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990	1	$81
LESS: SEQUESTRATION		-$1
BUDGET BASE, 1990	1	$80
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		$24
1. ANNUALIZATION OF PAY RAISE		$24
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$1
1. LEGISLATION		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		$1
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$25
III. TOTAL APPROPRIATION REQUEST, 1991	1	$105

Schedule B

HOUSE OF REPRESENTATIVES
OFFICE OF THE POSTMASTER
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..			
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$457					35	$662			35	$1,119
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$457					35	$662			35	$1,119

Explanation of Changes Shown on Schedule C

OFFICE OF THE POSTMASTER

Mandatory Pay and Related Changes

Increase is attributed to the annualization of the COLA , the executive pay increase and longevity and merit increases.

Program Changes

Workload

Funds are requested for thirty-five additional positions.

Restores funds not available due to sequestration.

Schedule A

HOUSE OF REPRESENTATIVES
OFFICE OF THE CHAPLAIN
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change, FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	1	$80	1	$80	1	$105		$25
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	1	$80	1	$80	1	$105		$25

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Schedule B

HOUSE OF REPRESENTATIVES
OFFICE OF THE CHAPLAIN
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES: LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$24						$1				$25
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$24						$1				$25

Explanation of Changes Shown on Schedule C

OFFICE OF THE CHAPLAIN

Mandatory Pay and Related Changes

Increase is attributed to the annualization of the COLA and the executive pay increase.

Program Changes
Workload

Restores funds not available due to sequestration.

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
OFFICE OF THE PARLIAMENTARIAN

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990	7	$552
LESS: SEQUESTRATION		-$8
BUDGET BASE, 1990	7	$544
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		$58
1. ANNUALIZATION OF PAY RAISE		$58
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$8
1. LEGISLATION		
2. WORKLOAD		$8
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		$8
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$66
III. TOTAL APPROPRIATION REQUEST, 1991	7	$610

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION COMPILATION OF THE PRECEDENTS	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990	4	$220
LESS: SEQUESTRATION		-$3
BUDGET BASE, 1990	4	$217
A. MANDATORY CHANGES		$60
1. ANNUALIZATION OF PAY RAISE		$60
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$3
1. LEGISLATION		
2. WORKLOAD		$3
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		$3
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$63
III. TOTAL APPROPRIATION REQUEST, 1991	4	$280

Schedule A

HOUSE OF REPRESENTATIVES
OFFICE OF THE PARLIAMENTARIAN
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	7	$412	7	$544	7	$610		$66
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	7	$412	7	$544	7	$610		$66

Schedule B

HOUSE OF REPRESENTATIVES
PARLIAMENTARIAN
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..			
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$58						$8				$66
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$58						$8				$66

Schedule A

HOUSE OF REPRESENTATIVES
COMPILATION OF THE PRECEDENTS
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	4	$214	4	$217	4	$280		$63
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	4	$214	4	$217	4	$280		$63

Schedule B

HOUSE OF REPRESENTATIVES
COMPILATION OF PRECEDENTS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES							
					LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$60						$3				$63
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$60						$3				$63

Explanation of Changes Shown on Schedule C

COMPILATION OF PRECEDENCE

Mandatory Pay and Related Changes

Increase is attributed to the annualization of the COLA , and longevity and merit increases.

Program Changes
Workload

Restores funds not available due to sequestration.

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION TOTAL OFFICE OF THE PARLIAMENTARIAN		
	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990	11	$772
LESS: SEQUESTRATION		-$11
BUDGET BASE, 1990	11	$761
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		$118
1. ANNUALIZATION OF PAY RAISE		$118
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
1. LEGISLATION		
2. WORKLOAD		$11
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		$11
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$129
III. TOTAL APPROPRIATION REQUEST, 1991	11	$890

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
OFFICE OF THE HISTORIAN

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990	6	$279
LESS: SEQUESTRATION		-$4
BUDGET BASE, 1990	6	$275
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		
1. ANNUALIZATION OF PAY RAISE		
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES	-6	-$275
1. LEGISLATION	-6	-$279
2. WORKLOAD		$4
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		$4
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED	-6	-$275
III. TOTAL APPROPRIATION REQUEST, 1991		

Schedule A

HOUSE OF REPRESENTATIVES
TOTAL- OFFICE OF THE PARLIAMENTARIAN
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	11	$626	11	$761	11	$890		$129
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	11	$626	11	$761	11	$890		$129

Schedule B

HOUSE OF REPRESENTATIVES
OFFICE OF THE PARLIAMENTARIAN
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..			
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$118						$11				$129
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$118						$11				$129

Explanation of Changes Shown on Schedule C

OFFICE OF THE PARLIAMENTARIAN

Mandatory Pay and Related Changes

Increase is attributed to the annualization of the COLA , the executive pay increase and longevity and merit increases.

Program Changes

Workload

Restores funds not available due to sequestration.

Schedule A

HOUSE OF REPRESENTATIVES
OFFICE OF THE HISTORIAN
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	6	$198	6	$256			-6	-$256
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel		$2		$4				-$4
22 Transportation of Things								
23 Rent, Communications, Utilities		$1		$2				-$2
24 Printing and Reproduction								
25 Other Services		$11		$10				-$10
26 Supplies and Materials		$4		$3				-$3
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	6	$216	6	$275			-6	-$275

Schedule B

HOUSE OF REPRESENTATIVES
OFFICE OF THE HISTORIAN
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..			
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation					-6	-$260		$4			-6	-$256
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel						-$4						-$4
22 Transportation of Things												
23 Rent, Communications and Utilities						-$2						-$2
24 Printing and Reproduction												
25 Other Services						-$10						-$10
26 Supplies and Materials						-$3						-$3
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total					-6	-$279		$4			-6	-$275

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
OFFICE OF THE LAW REVISION COUNSEL

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990	18	$1,032
LESS: SEQUESTRATION		-$14
BUDGET BASE, 1990	18	$1,018
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		$267
1. ANNUALIZATION OF PAY RAISE		$239
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		$28
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		$3
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		$3
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$14
1. LEGISLATION		
2. WORKLOAD		$14
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		$14
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$284
III. TOTAL APPROPRIATION REQUEST, 1991	18	$1,302

Explanation of Changes Shown on Schedule C

OFFICE OF THE HISTORIAN

Program Changes
Legislation

Office transferred to the Office of the Clerk.

Workload

Restores funds not available due to sequestration.

Schedule A

HOUSE OF REPRESENTATIVES
OFFICE OF THE LAW REVISION COUNSEL
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	18	$888	18	$984	18	$1,265		$281
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel				$2		$2		
22 Transportation of Things								
23 Rent, Communications, Utilities		$1		$1		$1		
24 Printing and Reproduction								
25 Other Services		$30		$20		$23		$3
26 Supplies and Materials		$9		$11		$11		
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	18	$928	18	$1,018	18	$1,302		$284

Schedule B

HOUSE OF REPRESENTATIVES
LAW REVISION COUNSEL
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES: LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$267						$14				$281
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction				$3								$3
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$267		$3				$14				$284

Explanation of Changes Shown on Schedule C

LAW REVISION COUNSEL

Mandatory Pay and Related Changes

Increase is attributed to the annualization of the COLAs, the executive pay increase and anticipated longevity and meritorious pay increases.

Price Level Changes

Increase due to rise in cost of consultant contracts.

Program Changes

Workload

Restores funds not available due to sequestration.

Schedule A

HOUSE OF REPRESENTATIVES
OFFICE OF THE LEGISLATIVE COUNSEL
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	52	$3,144	52	$3,312	52	$4,121		$809
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel		$1		$2		$2		
22 Transportation of Things								
23 Rent, Communications, Utilities		$2		$2		$2		
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials		$66		$36		$36		
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	52	$3,213	52	$3,352	52	$4,161		$809

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE LEGISLATIVE COUNSEL		
	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990	52	$3,400
LESS: SEQUESTRATION		-$48
BUDGET BASE, 1990	52	$3,352
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		$761
1. ANNUALIZATION OF PAY RAISE		$712
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		$49
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$48
1. LEGISLATION		
2. WORKLOAD		$48
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		$48
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$809
III. TOTAL APPROPRIATION REQUEST, 1991	52	$4,161

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION SIX MINORITY EMPLOYEES		
	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990	6	$543
LESS: SEQUESTRATION		-$8
BUDGET BASE, 1990	6	$535
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		$134
1. ANNUALIZATION OF PAY RAISE		$134
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$8
1. LEGISLATION		
2. WORKLOAD		$8
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		$8
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$142
III. TOTAL APPROPRIATION REQUEST, 1991	6	$677

Schedule B

HOUSE OF REPRESENTATIVES
LEGISLATIVE COUNSEL
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..			
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$761						$48				$809
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$761						$48				$809

Explanation of Changes Shown on Schedule C

OFFICE OF THE LEGISLATIVE COUNSEL

Mandatory Pay and Related Changes

Increase is attributed to the annualization of the COLA , the executive pay increase and longevity and merit increases.

Program Changes
Workload

Restores funds not available due to sequestration.

Schedule A

HOUSE OF REPRESENTATIVES
SIX MINORITY EMPLOYEES
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	6	$402	6	$535	6	$677		$142
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	6	$402	6	$535	6	$677		$142

Schedule B

HOUSE OF REPRESENTATIVES
SIX MINORITY EMPLOYEES
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..			
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$134						$8				$142
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$134						$8				$142

Explanation of Changes Shown on Schedule C

SIX MINORITY EMPLOYEES

Mandatory Pay and Related Changes

Increase is attributed to the annualization of the COLA and the executive pay increase .

Program Changes
Workload

Restores funds not available due to sequestration.

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION DEMOCRATIC STEERING AND POLICY COMMITTEE		
	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990	12	$682
LESS: SEQUESTRATION		-$10
BUDGET BASE, 1990	12	$672
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		$114
1. ANNUALIZATION OF PAY RAISE		$114
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		$1
1. TRAVEL		
2. RENT, COMMUNICATIONS		$1
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$10
1. LEGISLATION		
2. WORKLOAD		$10
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		$10
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$125
III. TOTAL APPROPRIATION REQUEST, 1991	12	$797

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION DEMOCRATIC CAUCUS		
	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990	5	$285
LESS: SEQUESTRATION		-$4
BUDGET BASE, 1990	5	$281
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		$39
1. ANNUALIZATION OF PAY RAISE		$39
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES	1	$98
1. LEGISLATION		
2. WORKLOAD	1	$98
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES	1	$94
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		$4
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED	1	$137
III. TOTAL APPROPRIATION REQUEST, 1991	6	$418

Schedule A

HOUSE OF REPRESENTATIVES
DEMOCRATIC STEERING AND POLICY COMMITTEE
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	11	$619	12	$636	12	$760		$124
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities		$4		$27		$28		$1
24 Printing and Reproduction		$1						
25 Other Services								
26 Supplies and Materials		$20		$4		$4		
31 Equipment				$5		$5		
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	11	$644	12	$672	12	$797		$125

Schedule B

HOUSE OF REPRESENTATIVES
DEMOCRATIC STEERING COMMITTEE
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..			
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$114						$10				$124
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities				$1								$1
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$114		$1				$10				$125

Explanation of Changes Shown on Schedule C

DEMOCRATIC STEERING AND POLICY COMMITTEE

Mandatory Pay and Related Changes

Increase is attributed to the annualization of the COLA , the executive pay increase and longevity and merit increases.

Program Changes

Workload

Restores funds not available due to sequestration.

Schedule A

HOUSE OF REPRESENTATIVES
DEMOCRATIC CAUCUS
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	3	$126	5	$269	6	$406	$1	$137
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities		$2		$1		$1		
24 Printing and Reproduction		$15						
25 Other Services								
26 Supplies and Materials		$8		$11		$11		
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	3	$151	5	$281	6	$418	1	$137

Schedule B

HOUSE OF REPRESENTATIVES
DEMOCRATIC CAUCUS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..			
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$39					1	$98				$137
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$39					1	$98				$137

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
DEMOCRATIC STEERING AND CAUCUS

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990	17	$967
LESS: SEQUESTRATION		-$14
BUDGET BASE, 1990	17	$953
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		$153
1. ANNUALIZATION OF PAY RAISE		$153
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		$1
1. TRAVEL		
2. RENT, COMMUNICATIONS		$1
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES	1	$108
1. LEGISLATION		
2. WORKLOAD	1	$108
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES	1	$94
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		$14
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED	1	$262
III. TOTAL APPROPRIATION REQUEST, 1991	18	$1,215

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
HOUSE REPUBLICAN CONFERENCE

	STAFF	AMOUNT ($000)
APPROPRIATION, 1990	21	$967
LESS: SEQUESTRATION		-$14
BUDGET BASE, 1990	21	$953
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		$247
1. ANNUALIZATION OF PAY RAISE		$247
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		$1
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		$1
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$14
1. LEGISLATION		
2. WORKLOAD		$14
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		$14
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$262
III. TOTAL APPROPRIATION REQUEST, 1991	21	$1,215

Explanation of Changes Shown on Schedule C

DEMOCRATIC CAUCUS

Mandatory Pay and Related Changes

Increase is attributed to the annualization of the COLA , the executive pay increase and longevity and merit increases.

Program Changes
Workload

Restores funds not available due to sequestration.

Schedule A

HOUSE OF REPRESENTATIVES
DEMOCRATIC STEERING AND CAUCUS
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	14	$745	17	$905	18	$1,166	1	$261
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities		$6		$28		$29		$1
24 Printing and Reproduction		$16						
25 Other Services								
26 Supplies and Materials		$28		$15		$15		
31 Equipment				$5		$5		
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	14	$795	17	$953	18	$1,215	1	$262

Schedule B

HOUSE OF REPRESENTATIVES
DEMOCRATIC STEERING COMMITTEE AND CAUCUS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES: LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$153					1	$108			1	$261
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities				$1								$1
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$153		$1			1	$108			1	$262

Schedule A

HOUSE OF REPRESENTATIVES
HOUSE REPUBLICAN CONFERENCE
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	19	$739	21	$915	21	$1,176		$261
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities		$5		$7		$7		
24 Printing and Reproduction		$15		$14		$15		$1
25 Other Services		$4		$1		$1		
26 Supplies and Materials		$40		$16		$16		
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	19	$803	21	$953	21	$1,215		$262

Schedule B

HOUSE OF REPRESENTATIVES
REPUBLICAN CONFERENCE
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..			
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$247						$14				$261
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction				$1								$1
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$247		$1				$14				$262

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OTHER AUTHORIZED EMPLOYEES		
	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990	84	$1,264
LESS: SEQUESTRATION		-$18
BUDGET BASE, 1990	84	$1,246
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		$217
1. ANNUALIZATION OF PAY RAISE		$217
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES	3	$145
1. LEGISLATION		
2. WORKLOAD	3	$145
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES	3	$127
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		$18
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED	3	$362
III. TOTAL APPROPRIATION REQUEST, 1991	87	$1,608

Explanation of Changes Shown on Schedule C

HOUSE REPUBLICAN CONFERENCE

Mandatory Pay and Related Changes

Increase is attributed to the annualization of the COLA , the executive pay increase and longevity and merit increases.

Program Changes
Workload

Restores funds not available due to sequestration.

Schedule A

HOUSE OF REPRESENTATIVES
OTHER AUTHORIZED EMPLOYEES
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	84	$1,199	84	$1,246	87	$1,608	3	$362
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	84	$1,199	84	$1,246	87	$1,608	3	$362

Schedule B

HOUSE OF REPRESENTATIVES
OTHER AUTHORIZED EMPLOYEES
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..			
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$217					3	$145			3	$362
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$217					3	$145			3	$362

Explanation of Changes Shown on Schedule C

OTHER AUTHORIZED EMPLOYEES

Mandatory Pay and Related Changes

Increase is attributed to the annualization of the COLA , the executive pay increase and longevity and merit increases.

Program Changes
Workload

Funds are requested for three positions the Office of Former Speaker.

Restores funds not available due to sequestration.

Schedule A

HOUSE OF REPRESENTATIVES
TOTAL SALARIES OFFICERS AND EMPLOYEES
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	1,267	$35,712	1,290	$38,860	1,348	$49,006	58	$10,146
12 Personnel Benefits				$1		$2		$1
13 Benefits to Former Personnel								
21 Travel		$3		$8		$4		-$4
22 Transportation of Things								
23 Rent, Communications, Utilities		$15		$40		$39		-$1
24 Printing and Reproduction		$31		$14		$15		$1
25 Other Services		$45		$31		$24		-$7
26 Supplies and Materials		$147		$81		$78		-$3
31 Equipment				$5		$5		
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	1,267	$35,953	1,290	$39,040	1,348	$49,173	58	$10,133

Schedule B

HOUSE OF REPRESENTATIVES
TOTAL SALARIES, OFFICERS AND EMPLOYEES
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..			
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$8,040				$19	58	$2,087				$10,146
12 Personnel Benefits		$1										$1
13 Benefits to Former Personnel												
21 Travel						-$4						-$4
22 Transportation of Things												
23 Rent, Communications and Utilities				$1		-$2						-$1
24 Printing and Reproduction				$1								$1
25 Other Services				$3		-$10						-$7
26 Supplies and Materials						-$3						-$3
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$8,041		$5			58	$2,087				$10,133

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
SALARIES, OFFICERS AND EMPLOYEES

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990	1,290	$39,595
LESS: SEQUESTRATION		-$555
BUDGET BASE, 1990	1,290	$39,040
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		$8,041
1. ANNUALIZATION OF PAY RAISE		$4,715
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		$968
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		$2,357
7. PERSONNEL BENEFITS		$1
B. PRICE LEVEL CHANGES		$5
1. TRAVEL		
2. RENT, COMMUNICATIONS		$1
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		$3
5. SUPPLIES		$1
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES	58	$2,087
1. LEGISLATION		
2. WORKLOAD	58	$2,087
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES	58	$1,532
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		$555
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED	58	$10,133
III. TOTAL APPROPRIATION REQUEST, 1991	1,348	$49,173

JOINT ECONOMIC COMMITTEE

HOUSE OF REPRESENTATIVES
LEE H. HAMILTON, INDIANA,
Chairman
AUGUSTUS F. HAWKINS, CALIFORNIA
DAVID R. OBEY, WISCONSIN
JAMES H. SCHEUER, NEW YORK
FORTNEY PETE STARK, CALIFORNIA
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OLYMPIA J. SNOWE, MAINE
MARILYN PEN. JR., NEW YORK
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JOSEPH J. MINARIK,
EXECUTIVE DIRECTOR

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PAUL S. SARBANES, MARYLAND
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STEVE SYMMS, IDAHO
PETE WILSON, CALIFORNIA
CONNIE MACK, FLORIDA

Congress of the United States

JOINT ECONOMIC COMMITTEE

(CREATED PURSUANT TO SEC. 5(a) OF PUBLIC LAW 304, 79TH CONGRESS)

Washington, DC 20510-6602

21 December 1989

Honorable Vic Fazio
Chairman
Legislative Branch Appropriations
Subcommittee
House Appropriations Committee
H-301 The Capitol
Washington, D.C. 20515

Dear Mr. Chairman:

I am pleased to submit the following justification for the budget request of the Joint Economic Committee for Fiscal Year 1991.

Because the Joint Economic Committee will be chaired by a Member of the Senate during the next Congress, this justification is my best judgment of the resources that will be needed to carry on the work of the Committee in FY91.

I understand the budgetary pressure that your Subcommittee must bear during these deliberations. With that in mind, the JEC requests no increase in staff positions, and only modest increases in selected categories of miscellaneous expenses and mandatory pay and related costs. The FY91 request is $3,675,000, increased from the FY90 appropriation of $3,518,000, which was reduced by $64,000 (sequester ($49,000) and Emergency Drug Funding ($15,000)) to $3,454,000.

This increase is to allow the JEC to continue to inform the Congress on the economic issues that are so vital to our work. During the first session of the 101st Congress, the JEC heard from 119 witnesses in 52 hearings over a broad range of topics of concern to the Congress. Special attention was provided to the following key areas:

- The coming changes in the U.S. defense establishment: the possibility of a "peace dividend," its economic consequences, and the policy choices that it requires;
- The determinants of U.S. economic growth: our deteriorating infrastructure; savings and investment incentives, and the role of the Social Security surplus in capital formation; technological advancement, and the impact of research consortia; and the contribution of our agricultural sector, including export incentive programs and changes in concentration of farm ownership;
- Changes in the U.S. income distribution and in the income growth of families;
- Problems in the health care system, both on a National basis (accompanied by a JEC Subcommittee report) and specific to rural areas;

- The workings of the economic policymaking process; and

- The international economy, including the problems of Third World debtor nations, and the process of opening the Japanese market.

The JEC continued its ongoing monthly hearings on the employment situation. The Committee also continued it cycle of hearings on the Socialist economies, and released its report on the East European economies in time to document the economic pressures behind the popular unrest.

Particular efforts were made to build cooperation between the Majority and Minority sides of the Committee. The 1989 Committee Annual Report provided the first bipartisan language in almost a decade, and was widely cited as an indication of a broadened appreciation of the economic problems facing the Nation. The two sides of the Committee also joined forces in organizing a series of hearings on the allegation of a short-term focus in the business community, and are planning to cap that effort with a conference in the coming year.

At the end of 1989, I will issue a report providing a view of the economic outlook, an assessment of our macroeconomic policy challenges, and a review of the microeconomic policy issues addressed by this Congress in its first session. The issuance of such a report will be a first for the Committee, and will give us a chance to set the tone for the new economic policy debate that is about to begin.

The Committee has emphasized communication with the Congress amidst its efforts on the issues. In particular, it has instituted a newsletter that communicates directly to Members the paths of the most important economic indicators, and the choices that they impose upon us.

Over the past year, the JEC has hired several experienced, published economists and public policy analysts. I believe that the quality of the staff demonstrates the ability of the Committee to aid the Congress in its deliberations on economic issues.

Thank you for your consideration.

Sincerely,

Lee H. Hamilton
Chairman

Schedule C

JOINT ECONOMIC COMMITTEE
Detailed Analysis
of Change by Organization

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, FY 1990	51	3,518
Sequester (49,000), Emergency Drug Funding (15,000)		64
Budget Base, FY 1990		3,454
	FY 1991 Request	
I Adjustments to Base	Staff	Amount ($000)
A. Mandatory Pay and Related Costs		216
1. Promotions, merit increases		90
2. 1991 anticipated cost of living		45
3. Agency Contributions		81
B. Price Level Changes		
1. Miscellaneous Expenses		5
C. Program Type Changes		
1. Legislation		
2. Workload		
a. Increase in Staff		
3. Equipment, Alterations etc.		
II. Net Increase/Decrease Requested		221
III. Total Appropriation Request, FY 1991	51	3,675

JOINT COMMITTEE ON PRINTING

Congress of the United States

WENDELL H. FORD, SENATOR FROM KENTUCKY
CHAIRMAN
DENNIS DeCONCINI, SENATOR FROM ARIZONA
ALBERT GORE JR., SENATOR FROM TENNESSEE
TED STEVENS, SENATOR FROM ALASKA
MARK O. HATFIELD, SENATOR FROM OREGON
JOHN CHAMBERS, STAFF DIRECTOR

Joint Committee on Printing
818 HART SENATE OFFICE BLDG.
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FRANK ANNUNZIO, REPRESENTATIVE FROM ILLINOIS,
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JOSEPH M. GAYDOS, REPRESENTATIVE FROM PENNSYLVANIA
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PAT ROBERTS, REPRESENTATIVE FROM KANSAS
NEWT GINGRICH, REPRESENTATIVE FROM GEORGIA
RICHARD OLESZEWSKI, DEPUTY STAFF DIRECTOR

January 18, 1990

The Honorable Vic Fazio
Chairman, Subcommittee on
Legislative Branch Appropriations
Committee on Appropriations
U.S. House of Representatives
Washington, D.C. 20515

Dear Mr. Chairman:

The Joint Committee on Printing hereby transmits its budget estimate of $1,269,000 covering Committee operations and oversight activities for Fiscal Year 1991.

JURISDICTION, AUTHORITY AND RESPONSIBILITIES

The Joint Committee on Printing's jurisdiction, authority and responsibilities are derived from Title 44, United States Code. Section 103 empowers the Committee to "use any measures it considers necessary to remedy neglect, delay, duplication, or waste in the public printing and binding and the distribution of Government publications." Other sections of the law identify specific actions or assignments that are subject to the control of, or must be approved by, the Joint Committee on Printing. The responsibilities of the Committee include:

I. Establishment of policy and oversight of the printing, binding and distribution of Federal publications. The Joint Committee also promotes cooperation among executive departments in addressing mutual printing, binding and distribution problems or requirements.

II. Oversight of the Government Printing Office's (GPO's) policies and operations. This includes the Joint Committee serving as a final board of appeal in GPO labor/management negotiations pertaining to wage matters.

Schedule A

JOINT ECONOMIC COMMITTEE
SUMMARY
By Organization and By Object Class

	FY 89 Actual		FY 90 Estimate		FY 91 Estimate		Net Change 90/91	
CATEGORIES	Staff	Dollars	Staff	Dollars	Staff	Dollars	Staff	Dollars ($000
1. Breakdown by Organization: JOINT ECONOMIC COMMITTEE	51	3,330	51	3,454	51	3,675	--	221
2. Breakdown by Object Class:								
Personnel Compensation		2,327		2,670		2,805		135
Reimbursable Detail		61		100		100		--
Personnel Benefits		464		529		610		81
Travel		11		22		22		--
Communication (Telephone)		8		20		20		--
Other Services (Hearings, Subscriptions, Petty Cash, Equipment)		77		95		100		5
Stationery Supplies		19		18		18		--
TOTAL	51	2,967	51	3,454	51	3,675	--	221

Schedule B

JOINT ECONOMIC COMMITTEE
Analysis of Change to Budget Base
by Organization and Object Class

	Mandatory Pay and Related Costs		Price Level Changes		Workload		TOTAL CHANGES	
CATEGORIES	Staff	Dollars	Staff	Dollars	Staff	Dollars	Staff	Dollars
1. Breakdown by Organization								
JOINT ECONOMIC COMMITTEE	--	221	--	--	--	--	--	221
2. Breakdown by Object Class								
Personnel Compensation	--	135	--	--	--	--	--	135
Personnel Benefits	--	81	--	--	--	--	--	81
Travel	--	--	--	--	--	--	--	--
Subscriptions	--	5	--	--	--	--	--	5
TOTAL	--	221	--	--	--	--	--	221

Schedule D

JOINT ECONOMIC COMMITTEE
Summary of Committee Request
FY 1991 Budget Request

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, FY 1990	51	3,518
Sequester ($49,000) and Emergency Drug Funding ($15,000)		- 64
Budget Base, FY 1990		3,454
Proposed Changes for FY 1991		
Mandatory Pay and Related Costs		216
Price Level Changes (Miscellaneous)		5
Program Type Changes		
Legislation		...
Workload		...
Equipment, Alterations		...
TOTAL PROPOSED CHANGES		221
FISCAL YEAR 1991 BUDGET REQUEST	51	3,675

III. Oversight of the Federal Printing Procurement Program. Through this Program approximately 70 percent of the Federal Government's printing is procured by GPO from the private sector. The Program's objectives are to improve service, effect cost savings and reduce unnecessary Government competition with private industry.

IV. Compilation, publication and distribution of certain Congressional publications, including the Congressional Directory and Congressional Pictorial Directory.

V. Establishment of standards and specifications for printing papers procured and used by Federal Departments. The Joint Committee is designated by law as the final arbiter for the United States in settling all differences between GPO and contractors regarding the quality of paper.

VI. Oversight of the public's right of access to Government publications. The oversight is performed by monitoring the Superintendent of Documents' Depository Library Program, general sales program, by-law distribution program, and cataloging and indexing programs.

I. ESTABLISHMENT OF POLICY TO AFFECT THE FORMULATION OF THE PRINTING, BINDING AND DISTRIBUTION OF FEDERAL PUBLICATIONS

1. Reinforcing GPO's Role as the Single Source for Government Printing

At the urging of the Joint Committee, for several consecutive years, the Congress has enacted a law supporting the Government Printing Office as the centralized printing source for the entire Federal Government. Under the Legislative Branch Appropriations Act for Fiscal Year 1989 (P.L. 100-458) the Government Printing Office is to act, with few exceptions, as the sole agent for the production and procurement of Government publications. Although there has been no overt effort on the part of executive branch agencies to revive the proposed March 1987 procurement rules which would have fragmented the Federal Printing Program, the Committee remains concerned that the Government's "acquisition of printing and related supplies" be accomplished in an efficient and cost-effective manner.

The Joint Committee on Printing greatly appreciates and fully supports the actions taken by the Appropriations Committees in this matter. The centralization of printing under the jurisdiction of a single agent, the Government

Printing Office, assures a satisfactory product while allowing the best possible price for the printing and related services. In addition, by processing the bulk of this work through GPO, we can more closely monitor the effectiveness of other statutorily-based efforts such as the Depository Library and GPO sales programs, that are designed to provide public access to Federal information.

The Joint Committee on Printing seeks your continued support of its authority and policies, and we ask the Subcommittee on Legislative Branch Appropriations to retain the provisions now contained in P.L. 100-458.

2. Electronic Printing and Publishing Developments

For many years, the Joint Committee on Printing has promoted the use of new printing and publishing technology by the Federal Departments and Agencies when it demonstrates cost savings and other significant benefits to the Government. As a result, these technologies are efficiently being integrated with data processing and telecommunications capabilities, thereby promoting the effective management of information.

In the past we have reported on many individual successes of this nature. We are happy to report that they are continuing as the following examples illustrate:

a. Automated printing and publishing technology is being successfully integrated into office environments throughout the Government. This integration is a key step toward developing fully automatic cost-efficient printing systems. For example, the Department of the Navy has been authorized by the Joint Committee to acquire electronic publishing and composition systems for their operations in San Diego, CA; Bremerton, WA; and Washington, DC. These systems will allow the re-use of electronic textual and graphic data, originally created for developmental and operational purposes; facilitate editing, merging and updating; and produce formatted typeset pages. In addition to improving readability and significantly accelerating the publishing of manuals, directives and technical information, use of such modern printing technology is expected to save $900,000 annually at these locations.

b. The Departments of Health and Human Services (Social Security Administration) and the Treasury (Internal Revenue Service) have updated and expanded electronic printing services in support of their nationwide regional service centers. The Social Security Administration alone reported savings of $19,000,000

through the use of such electronic printing devices. In addition to such dramatic cost savings, these efforts will also greatly improve the level of service these agencies provide to the American public.

c. The Department of Defense continues to mandate the delivery of technical data in electronic formats for new weapons programs. In addition, printing and publishing resources are being applied to convert existing weapons systems' technical data from hardcopy to electronic formats, in order to take maximum advantage of new printing technologies. These requirements follow closely those initiated by the Joint Committee in 1981 through JCP/DoD Technical Information Group activities. When coupled with the latest automated printing and publishing systems, these actions will promote more efficient production of technical information publications. Department of Defense programs such as Computer-Aided Acquisition and Logistics Support (CALS), and the Department of the Navy's Print on Demand and Paperless Ship programs follow these principles.

In the coming year, the Committee expects to continue its review and coordination efforts on such projects. Through such activities, the Committee is able to promote interagency cooperation and the sharing of knowledge, experience and resources to the ultimate benefit of the American taxpayers.

3. Agency Printing and Publishing Plans

On September 23, 1985, the Joint Committee initiated a Government-wide printing and publishing planning program designed to lend broader perspective to the Joint Committee's oversight responsibility. Every Department and Agency has been requested to submit an annual comprehensive printing management program plan to the Joint Committee on Printing. Fiscal Year 1991 will mark the fifth submission from many Departments.

As a result of these annual printing management program plans, the Joint Committee has seen substantial evidence of improved internal management of individual Department and Agency printing management programs, as well as new opportunities for interdepartmental and Government-wide program cooperation. During Fiscal Years 1989 and 1990, the Committee staff conducted an extensive review of the original plan requirements, as well as the various annual activity reports required along with the plan. Planned changes in submission format, elimination of certain less significant information, and streamlining of the staff review process will provide more appropriate information that will be easier for the Committee staff to review and act upon.

II. OVERSIGHT OF THE GOVERNMENT PRINTING OFFICE'S POLICIES AND OPERATIONS

The Joint Committee is directly responsible for over seeing the Government Printing Office to ensure that the printing needs of Congress and the executive branch are met expeditiously and cost-effectively and that the public has the widest possible access to Government-published information. The Joint Committee fulfills this role by setting policy for GPO to execute, by providing continuity in GPO programs through all Presidential administrations, and by encouraging the application of new technologies to GPO's functions.

The expanded availability and use of electronic technology in the field of printing and its related services continues to impact greatly upon GPO operations. In addition, many of the new technologies offer increased economies and efficiencies that are so desperately needed in this time of scarce resources. The Joint Committee on Printing recognizes the challenge ahead and will strive to make the right decisions to prepare the Government Printing Office for the 21st century. In fulfilling that role, many specific projects are ongoing and many others are in the planning stages. A sampling of those activities follows:

1. GAO Audit

At the request of the Joint Committee on Printing, the General Accounting Office (GAO) is presently conducting a comprehensive audit of the Government Printing Office. During the course of this exercise, all areas of GPO operations will undergo a thorough examination by GAO. The Joint Committee will keep the Appropriations Committees' fully apprised of audit results, including any recommendations that may be made and acted upon by the Joint Committee and GPO.

2. GPO Labor/Management

The Joint Committee on Printing continues to discharge its responsibility under Section 305 of Title 44, United States Code, commonly referred to as the Kiess Act. During the past year, the Joint Committee was called upon on several occasions to review and ratify wage agreements negotiated between the Public Printer and various labor organizations representing one or more groups of GPO employees.

After more than a year at impasse, and following protracted wage negotiations encouraged by the Joint Committee on Printing, the International Association of Machinists and Aerospace Workers reached agreement with the Acting Public Printer on a multi-year wage package covering GPO machinists. The new contract represented a fair and equitable settlement between the Agency and its thirty-five machinist workers.

The American Federation of Government Employees (AFGE) signed a two-year wage contract with the Acting Public Printer on behalf of GPO's white-collar workforce. The agreement, subsequently ratified by the Joint Committee, came after months of difficult and lengthy negotiations.

3. Joint Committee Review and Analysis of GPO Procurement Contracts and Practices

The Government Printing Office administers the Federal Printing Program. The Joint Committee continually reviews the operation and effectiveness of this program to assure its efficiency and effectiveness in meeting the printing requirements of all Federal organizations.

During the past year, the Committee provided policy guidance and coordinated GPO's implementation of a competitive Small Disadvantaged Business Procurement Program for certain printing requirements of the Department of Defense organizations. In addition, the Committee provided specific guidance for GPO's implementation of Environmental Protection Agency guidelines for the inclusion of recovered fibers in most printing papers, as required by the Resource Conservation and Recovery Act of 1976.

4. Overall Management of GPO.

During Fiscal Year 1989, the Joint Committee approved a number of actions at the Government Printing Office designed to improve the use of space, and to better coordinate staff to achieve more efficient operations. A summary of those actions follows:

Type of Action	Total Valuation
Procurements	
Paper	$47,089,530
Equipment	4,111,561
Materials/Supplies	3,122,296
Subtotal	54,323,387
Leases	7,328,708
Service Contracts	30,611,191
Repairs/Renovations/ Maintenance	1,400,500
TOTAL	$93,663,786

III. OVERSIGHT OF THE FEDERAL PRINTING PROCUREMENT PROGRAM TO IMPROVE SERVICE, EFFECT COST SAVINGS AND REDUCE UNNECESSARY GOVERNMENT COMPETITION WITH PRIVATE INDUSTRY

1. Annual Reports to the Congress

The Joint Committee noted a trend among Departments and Agencies to publish increasingly more elaborate and decorative annual reports at substantially higher costs. As the primary purpose of these reports is to provide information to the Congress, such purely decorative embellishments and their associated significant costs were an inappropriate expense to the American taxpayer. During Fiscal Year 1989, the Joint Committee issued a policy statement on annual reports and established specific guidelines to limit all such reports to cost-effective printing formats that will maximize the communication of information and prevent inappropriate decorative embellishments.

2. Personalized Business Cards

The Joint Committee has long maintained that the printing of personalized business and calling cards, except in rare situations, are a personal expense rather than an official expense. Over the past year, the Committee has been approached by a number of executive branch organizations seeking to provide such cards to large segments of their staffs at public expense. The Committee has, in the interest of cost savings, stood firm on this issue. During the past fiscal year, the Committee staff worked closely with the General Accounting Office during its review of this issue and a Comptroller General's Decision has upheld the Committee's cost-effective position.

3. Departmental Printing Procurement Activity Reviews

The Committee requires Departments to report their direct procurements of printing every six months to assure compliance with statute and regulation. During the past fiscal year, the Committee has aggressively reviewed these reports and promptly brought unauthorized procurements to the attention of the Agency head. The Committee efforts have resulted in a higher degree of compliance with the law, and will result in savings to the American taxpayer.

4. Agency Printing Equipment Purchases

During Fiscal Year 1989, the Joint Committee has carefully reviewed proposed Agency printing equipment acquisitions to ensure they were justified and provided significant economic benefits to the Government. For example, the Department of the Army proposed the purchase of 134 separate pieces of equipment valued at $6,592,669. Committee review of these items found that 35 items were not appropriate as the workloads could be accomplished on existing equipment or obtained more economically from industry through the Federal Printing Program. This resulted in a cost avoidance of $1,908,302 in addition to the economics achieved in the GPO's printing procurement process. Similar disapprovals of equipment were made with proposals from the Departments of the Navy, Air Force, and the National Aeronautics and Space Administration.

IV. COMPILATION, PUBLICATION AND DISTRIBUTION OF CERTAIN CONGRESSIONAL PUBLICATIONS, INCLUDING THE CONGRESSIONAL DIRECTORY AND THE CONGRESSIONAL PICTORIAL DIRECTORY

1. Congressional Publications

The Joint Committee establishes policies, standards, and procedures for the printing of Congressional publications. These include bills, committee reports, hearings, committee prints, the **Congressional Record**, the **Congressional Record Index**, calendars, documents, and other publications printed by resolution.

The Joint Committee also oversees the distribution of the following Congressional publications to Members of Congress and Committees: **Congressional Record; Congressional Record Index; U.S Congressional Serial Set, U.S. Code, Statutes at Large; Treaties and International Agreements; Foreign Relations of the United States; Jefferson's Manual and Rules of the House; Deschler's Precedents; The Capitol; A Pictorial History of the Capitol and of the Congress; Our Flag; the Department of Agriculture yearbooks; and the high school and college debate topics.**

Pursuant to the provisions of law, the Joint Committee compiled and published the **Congressional Directory** and the **Congressional Pictorial Directory** for the 101st Congress.

The bicentennial of the U.S. Constitution was recognized by the printing of several Congressional publications, including a special bicentennial edition of the **Biographical Directory of the American Congress**, as well as the decennial edition of the **Constitution of the United States, Annotated Edition**. The Joint Committee coordinated the printing and distribution of these commemorative publications, as directed by printing resolutions.

Congressional Directory

The **Congressional Directory** for the 101st Congress was produced by the Joint Committee staff through the use of modern automated technology that is much less costly than previous printing methods. Savings of more than $193,000 were achieved by use of electronic composition technology.

As a by-product of the automated printing effort, a **Congressional Directory** in electronic format soon may be available for delivery to the Congress, Federal Agencies, and the general public. The Committee also is working with GPO to make electronic by-products of the **Congressional Directory** available for general distribution through GPO's sales program.

The Capitol

The Joint Committee has completed its bicentennial edition of the pictorial history of the Capitol and of the Congress. This book was distributed to the Members of Congress during the second session of the 100th Congress.

Our Flag

The Joint Committee produced a completely revised and updated edition of this publication pursuant to House Concurrent Resolution 361, passed in 1988. This publication was distributed to the Congress during the first session of the 101st Congress.

Declaration of the Rights of Man and the Bill of Rights

Pursuant to the provisions of S.J. Res. 317, passed in the 100th Congress, the Joint Committee printed this commemorative publication, Senate Document 101-9, for distribution by the Senate Committee on Foreign Relations on the occasion of bicentennial of the French Revolution and the ratification of the U.S. Bill of Rights.

Inaugural Addresses of the Presidents of the United States, From George Washington, 1789, to George Bush, 1989

Pursuant to the provisions of S. Con. Res. 19, passed in the 101st Congress, the Joint Committee and the Senate Committee on Rules and Administration edited a revised edition of the book of inaugural addresses of the U.S. Presidents since the beginning of the Republic. The costs for keyboarding the book were reduced by an estimated $25,000 by electronically recapturing the text from the last printed edition of the book.

Authority and Rules of Senate Committees in the 101st Congress

The Joint Committee collaborated with the Office of Senate Legal Counsel to compile and edit Senate Document 101-20, authorized by S. Res. 134. This publication was edited from electronic files produced from the Congressional Record data base, at a substantial savings to the Congress.

Congressional Record Index

The Joint Committee has completed a review and evaluation of the Congressional Record Index Office. Based upon this review, an internal reorganization was undertaken, which included the permanent appointment of a new Director of the Index Office. During the last six months, backlogs for current indexing have been eliminated and an annual index has been published. Continued intensified efforts are expected to result in the production of two additional annual indexes during the coming year. The Joint Committee also is evaluating current advanced technological capabilities to further improve the efficiency of the Index Office.

Other Printing Activity by the Joint Committee

The Joint Committee will print, pursuant to statute, five books of eulogies for Members of Congress who have died in office during the 101st Congress. In addition, the annual reports of five veterans organizations were printed as House Documents, as provided by statute. By making use of GPO's automated electronic composition capabilities, savings of $59,800 were achieved.

The Committee worked with several other offices of the House and Senate, including the Office of the Secretary of the Senate, the House Legislative Counsel, and Senate Foreign Relations Committee, to convert word processing files and previously printed publications to an appropriate format for printing, to reduce the costs of keyboarding at GPO.

2. Electronic Printing by the Senate and House of Representatives

During the past year several more Congressional offices have become users of the GPO automated composition system. More than 30 offices are now participating and several others are under consideration. For those offices that do not generate enough work to justify the costs of the equipment, other alternatives are being explored.

Last year the Senate Rules Committee authorized GPO to offer the automated composition service to Senate customers upon request. Thus far, eleven offices are connected and four more are under consideration.

Ethernet cabling installed by GPO and the Senate Computer Center has linked GPO to the Senate, where the system was successfully tested in the Appropriations Committee. This network allows for better utilization of computers and reduces the production cycle. Most House automated composition system users were already connected to the GPO via the House Ethernet.

The Joint Committee on Printing continues to seek every opportunity to expand the use of the GPO's automated composition service. As reported last year, the Committee worked with veterans groups, whose annual convention proceedings the Committee publishes pursuant to law, to have them submit their convention proceedings in an electronic format. We are happy to report this year that two of the five reports were submitted in a digital form and the other three were submitted in machine readable manuscript. The change in the process eliminated the re-keying and the proofreading of the documents, which results in increased accuracy and timeliness of delivery of their products, as well as cost savings.

At the request of the Committee, the Government Printing Office developed, and has successfully tested, composition software (Microcomp) that can reside on personal computers. This software offers Congressional users the ability to generate printing proofs in their offices, without having to first transmit data to GPO for processing through their computer composition program. Turnaround time will be reduced drastically and jobs with extremely short deadlines can now utilize the automated composition system.

Two years ago GPO began developing software to enable the extraction of portions of the daily **Congressional Record** for use in the Senate Journal. The development has been completed and we are happy to report that a cost reduction of $200 per page was realized for a total cost avoidance of $230,000 for the 1988 edition.

There are currently two other development projects underway at the Government Printing Office, as follows:

1. Software is being developed that will produce the Digest portion of the Congressional Record automatically from data within the Record. This will eliminate all re-keying and proofreading of this portion.

2. Equipment is being tested that will allow the House Enrolling Clerk to output enrolled bills in his office from electronic data files. This will permit more timely submissions to the President.

V. ESTABLISHMENT OF STANDARDS AND SPECIFICATIONS FOR PRINTING PAPERS PROCURED FOR AND USED BY FEDERAL DEPARTMENTS

The Joint Committee on Printing is responsible by law (44 USC 509) for setting the standards for the printing and writing papers used by the Federal Government. These paper quality standards must be used by all Federal Government publishers unless an exception is granted by the Joint Committee.

The Joint Committee publishes the Government Paper Specification Standards, which define minimum standards for the approximately 80 types of printing papers that the Federal Government uses. The Standards also explain testing and acceptance criteria and indicate the availability of standard paper samples from the Government Printing Office.

The Joint Committee's Committee on Paper Specifications makes policy recommendations to the Members of the Joint Committee as to the need for particular standards. This committee is composed of paper experts from the Joint Committee staff and various Federal Departments. Its Technical Subcommittee, along with GPO's paper laboratory, performs technical analyses and evaluations in the development of standards. The Paper Committee also consults with and solicits advice from the commercial paper industry, private printers who do Government printing, and Federal Agency users of paper, on needed changes in the specifications. The paper standards are constantly reviewed and updated depending upon changing needs in Federal printing, within the graphic arts industry, or in the paper industry.

Title 44 requires the Public Printer to compare the paper and envelopes delivered by a contractor with the standards of quality the Committee has set. If a difference of opinion occurs between the Public Printer and a paper contractor regarding a paper's quality, the Joint Committee is, by law, the arbitor in the dispute, and its decision "is final as to the United States."

In its oversight role, the Joint Committee on Printing devises the policy for the Government Printing Office's purchases of

paper. In Fiscal Year 1989, the Committee planned the successful implementation of the affirmative procurement program mandated in amendments to the Resource Conservation and Recovery Act. That legislation requires GPO to purchase paper and paper products with the highest percentage of recovered materials practicable. Since June 22, 1989, when the Environmental Protection Agency guidelines implementing the law became effective, over 95 percent of the printing papers, envelopes and containers GPO has purchased have met EPA guidelines. For the Congress, this means that Congressional hearings and other documents generally are being produced on paper that contains at least 50 percent recovered materials. Congressional stationery contains either 25 percent or 50 percent recovered material, depending upon the paper ordered.

The Joint Committee on Printing also has directed the Government Printing Office to determine the availability, test the performance, and assess the pricing of newsprint containing 40 percent post-consumer waste prior to the renewal of the annual newsprint contract for the **Congressional Record** and **Federal Register** in 1991. At Committee direction, GPO also is phasing the requirement for paper containing recovered materials into its procurements of printed products for agencies. These actions attempt to support the recycled effort without sacrificing timely delivery or competitive prices.

The Committee is working closely with GPO in meeting another goal of national importance, specifically, the need to produce Federal Government publications of enduring value on alkaline papers, so as to preserve them for posterity. A plan is being formulated to identify Federal documents that are expected to have a substantial shelf life and to devise a strategy to ensure they are produced on permanent paper. Paper manufacturers indicate that within two years the majority of the fine white printing papers produced in the United States will be alkaline, so the ultimate goal is in sight.

The Joint Committee's specification for uncoated permanent printing paper already has been used by several Federal Agency publishers in producing volumes of enduring value. The Congress itself used this paper standard this year in publishing the Biographical Directory of the American Congress.

To facilitate and encourage the use of acid-free paper by the Government, the Committee has directed the Government Printing Office to test sample papers and develop a list of acid-free paper suppliers. Information gained through this process will provide a basis for the Joint Committee to develop additional acid-free paper standards to meet the diverse needs of the Government.

VI. OVERSIGHT OF THE PUBLIC'S RIGHT OF ACCESS TO GOVERNMENT PUBLICATIONS BY MONITORING THE SUPERINTENDENT OF DOCUMENTS' DEPOSITORY, SALES, CATALOGING AND INDEXING AND INTERNATIONAL EXCHANGE PROGRAMS

1. Depository Library Program

The Congress established the Depository Library Program to make Government publications available free for the use of the public in libraries across the country. There is at least one depository library in every Congressional district. The Joint Committee is responsible for the oversight of this program and has taken several steps to improve it, including the following:

a. Electronic projects

The Joint Committee on Printing has continued to work with the Government Printing Office in the planning and implementation of five pilot projects to test the feasibility and practicality of disseminating Government publications to Depository Libraries in electronic formats. The General Accounting Office agreed to assist in the design and evaluation of the pilot projects.

The projects include the Census of Retail Trade by Zip Code (Bureau of the Census), the Toxic Chemicals Release Inventory (EPA), the final **Congressional Record**, the Economic Bulletin Board (Department of Commerce), and the Energy Research Abstracts (Department of Energy). The first three have been or will be produced on CD-ROM (Compact Disc--Read Only Memory) and the latter two will be provided on-line.

1) Census Project

The Census of Retail Trade by Zip Code on CD-ROM has been distributed to all 1400 libraries. The response was so positive, that the Bureau of the Census has decided to make census data on CD-ROM a regular part of the program. The Bureau of the Census is contracting for the CD-ROMs through the GPO, thereby allowing GPO to ride for copies for the depository library and document sales programs. The libraries were surveyed on October 13, 1989, as to whether they wish to receive CD-ROMs of the County and City Data Book, County Business Patterns, and the Agriculture and Economic Censuses.

Up to nine CD-ROMs containing 1987 Economic and Agriculture Census data are scheduled for production over a two-year period. The Census of Manufacturers, Wholesale Trade, Service Industries, Transportation, Retail Trade, Mineral Industries, and Construction Industries are included. Basic retrieval software (dBase III+) and documentation will be provided.

2) Toxic Chemical Release Inventory (EPA)

GPO and Joint Committee staff assisted the Environmental Protection Agency in the production and distribution of the Toxic Chemical Release Inventory on CD-ROM through GPO. GPO contracted for the software, the production of the master disk and the replications of the disk. The CD-ROM was distributed to all depository libraries requesting it, in late 1989. The libraries have been asked to participate in the evaluation of this project by completing questionnaires and by doing a survey of actual users of the data.

This disk contains information EPA has collected from over 1800 facilities about the manufacturing, processing or use of over 300 toxic chemicals. The data includes locations of reporting facilities, amounts of chemicals released directly into the air, water, or land or transported to off-site facilities, and waste treatment/disposal methods. It also includes hazardous substance fact sheets that provide health, safety, and ecological toxicity data for specific toxic chemicals.

The CD-ROM containing this data was accompanied by a floppy disk containing software that provides full text, boolean, and numeric range searching capabilities, as well as paper documentation. EPA is working with GPO and the library community to provide training and consultation on the use of the data.

3) Congressional Record (final)

The Joint Committee on Printing established a working group composed of staff from the Senate and the House, the Congressional Research Service and the General Accounting Office to prepare requirements for the software to be used for accessing the final Congressional Record on CD-ROM. The Joint Committee on Printing authorized the Government Printing Office to procure several software packages that will be available to all Agencies for use with CD-ROMs. One of those software packages will be used for the Congressional Record. The projected date for distribution of the Record is late Spring of 1990.

4) Economic Bulletin Board

The Economic Bulletin Board (EBB) will be provided on-line to 100 depository libraries for a period of 6 months. The project will begin early in February 1990. The EBB provides timely access to current statistics and economic news. It includes data from the Department of Commerce and other Agencies such as the International Trade Administration, Bureau of Economic Analysis, Census Bureau, the Bureau of Labor Statistics, Federal Reserve Board and the Treasury Department. About 400 files or publications are included. They range from the Consumer Price Index to the Daily Trade Opportunities for Exporters.

5) Energy Research Abstracts

The Department of Energy (DOE) pilot will cover two areas. The first will be depository library on-line access to the DOE Integrated Technical Information System (ITIS) for a period of six months. The second will be a technology assessment to determine the feasibility of distributing the full text of DOE technical reports in electronic format rather than on microfiche.

Approximately 20 libraries will have on-line access to DOE's Integrated Technical Information System for a period of six months. Using ITIS, the libraries will be able to:

a) Search bibliographic, authority and reference files resident on DOE computers.

b) Use a gateway into commercial systems to search the comprehensive Energy Data Base and other data bases. Multiple references can be brought back through the gateway and merged into a single set of references, eliminating duplicate citations.

c) Use the electronic mail capability to communicate among themselves and with GPO and the DOE Office of Scientific and Technical Information.

d) Use a conversion utility to convert records in the Energy Data Base format to a library format, which is compatible and useable in a library's public catalog. This will enable library patrons to know easily whether a particular library has the document or not.

DOE will conduct a study of electronic delivery options of the full text energy documents that are currently distributed in microfiche. The results of this study will be used to determine if other scientific and technical reports from other Agencies should be provided in electronic format.

b. Microfiche contracts

The Joint Committee requested the General Accounting Office assistance in an overall review and assessment of problems in contracting for microfiche publications for the depository library program. As the result of that study, and subsequent GPO and Joint Committee actions, the situation has improved. However, it will be some time before an existing backlog is eliminated.

2. Cataloging

As a result of the microfiche backlog, the cataloging backlog at GPO has increased to almost 12,000 titles. The Joint Committee has urged the Acting Public Printer to take steps to address this problem. He has recently initiated a study to determine what steps can be taken to improve the situation.

3. Sales Program

The Congress established the Superintendent of Documents sales program to sell publications to the public on a cost-recovery basis. In order to improve the operation of this program, the Joint Committee authorized GPO to upgrade certain equipment and automation systems.

The Joint Committee on Printing has received a number of formal complaints from Federal Agencies regarding the prices that GPO is charging for their publications. They believe that the prices are too high, and that the prices are seriously affecting their ability to get information out to the public. As a result of discussions with the Joint Committee, the Acting Public Printer has decided to form a committee on pricing to address these concerns.

4. International Exchange Program

As provided by law (44 USC 1719), the Library of Congress (LC) conducts official exchanges of Government publications with a number of foreign governments as determined by the Brussels Conventions of 1886, executive agreements, or treaties. Under the

resulting International Exchange Service (IES) program, the Superintendent of Documents assembles and distributes the official exchange sets for the United States. The Library of Congress receives and houses the official publications of the other nations. The Joint Committee on Printing and the Joint Committee on the Library provide oversight.

Since early 1987 the United States has not been able to properly fulfill its part of the program because of serious difficulties in the selection, procurement and timely distribution of publications. To attempt to rectify this situation, a working group composed of staff from the Government Printing Office, Joint Committee on Printing, and the Library of Congress, was established in January of 1988 to devise a new system for the selection and distribution of the U.S. official exchange sets.

In May of 1988 the working group recommended that "the foreign exchange libraries be added to the domestic depository computerized selection and distribution program. Inclusion of the foreign libraries in the system would:

1) Enable GPO to merge 2 separate distribution systems, consolidate ordering of publications and do away with the burden, delay and expense of converting certain publications to microfiche for IES only.

2) Discontinue the automatic printing of many publications, that are later thrown away because they are unsuitable for conversion.

3) Provide a shipping list to the foreign libraries so they will know what publications to expect and when to expect them.

4) Provide publications in a more timely manner.

5) Provide an archival, silver halide microfiche to LC for permanent retention and for the production of duplicate fiche to fill claims.

6) Enable GPO, LC and the libraries to allocate less staff time to the exchange program."

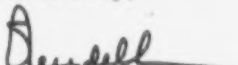
If implemented, these proposals should allow the program to operate far more efficiently in the near term with the same level of funding (approximately $500,000) that has been provided in recent years. However, in future years the cost of the program should go down because foreign libraries would be able to pre-select publications, thereby reducing the number of publications printed and later discarded. The Joint Committee encourages the Appropriations Committee to review the working group's suggestions for improving the IES Program.

COMPARISON BETWEEN THE JOINT COMMITTEE'S BUDGET REQUEST FOR FISCAL YEAR 1991 AND THE APPROPRIATION APPROVED BY THE CONGRESS FOR FISCAL YEAR 1990

The Joint Committee on Printing's Fiscal Year 1991 budget request of $1,269,000, is $57,000 less than its 1990 request and only $78,000 more than the amount originally appropriated to the Joint Committee for the current Fiscal Year. The total percentage increase from Fiscal Year 1990 (before sequestration/adjustments) to the 1991 budget request is a mere 6.5 percent, including a 3.6 percent COLA granted to Committee staff on January 1, 1990. The additional amount requested above the 3.6 percent will cover anticipated cost increases for personnel benefits as well as several other categories of program expenditures.

In submitting this budget, the Joint Committee on Printing has made every effort to be realistic and candid regarding its needs, while recognizing the responsibilities placed upon it by both statute and tradition. On behalf of the Joint Committee on Printing, I respectfully request that this Fiscal Year 1991 budget request be reviewed and approved in order that we may continue our activities on behalf of the U.S. Congress to the benefit of the American people.

Sincerely,



Wendell H. Ford
Chairman

Enclosures

Schedule A

Joint Committee on Printing
Summary - Submission to OMB
By Appropriation and Object Class

Categories	FY 1989 Actual 16-17 Staff	FY 1989 Actual Dollars ($)	FY 1990 Estimated 17 Staff	FY 1990 Estimated Dollars ($000)	FY 1991 Estimated 17 Staff	FY 1991 Estimated Dollars ($000)	Net Change 90/91 0 Staff	Net Change 90/91 Dollars ($000)
1. Breakdown by Appropriation: Joint Committee on Printing		$1,143,000		$1,173.0[1]		$1,269		$96.0
2. Breakdown by Object Class:								
11 Personnel compensation		$856,084		$922.0		$1,016.0		$94.0
12 Personnel benefits		$123,684		$163.0		$183.0		$20.0
21 Travel		$5,279		$15.5		$10.0		($5.5)
23 Communications and Utilities		$59		$1.5		$1.5		$0.0
25 Other Services								
A. Temporary Personnel		$4,120		$44.0		$42.0		($2.0)
B. Seminars/Training		$478		$2.0		$2.0		$0.0
C. Hearings/Meetings		$0		$15.0		$6.5		($8.5)
26 Supplies and Materials		$4,329		$10.0		$8.0		($2.0)
Total		$994,033		$1,173.0[1]		$1,269.0		$96.0

[1] This figure reflects an additional sequester/reduction of $18,000 pursuant to Pub. L. 99-177 (Pub. L. 101-239) and Pub. L. 101-164.

Schedule B

Joint Committee on Printing
Analysis of Change to Budget
Base by Organization and Object Class

Categories	1991 Mandatory pay And Related Costs		Price Level Changes		Program Type Changes						Total Changes	
					Legislation		Workload		Equipment, Alterations, Maintenance, Replace, etc.			
	17 Staff	Dollars ($000)	0 Staff	Dollars ($000)	0 Staff	Dollars ($000)	0 Staff	Dollars ($000)	0 Staff	Dollars ($000)	0 Staff	Dollars ($000)
Breakdown by Appropriation:												
Joint Committee on Printing		$114.0		($2.0)		$0.0		($14.0)		($2.0)		$96.0
Breakdown by Object Class:												
11 Personnel Compensation		$94.0										$94.0
12 Personnel Benefits		$20.0										$20.0
13 Benefits to Former Personnel												
21 Travel								($5.5)				($5.5)
22 Transportation of Things												
23 Rent, Communications, & Utilities												
24 Printing and Reproduction												
25 Other Services				($2.0)				($8.5)				($10.5)
26 Supplies and Materials										($2.0)		($2.0)
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$114.0		($2.0)		$0.0		($14.0)		($2.0)		$96.0

NOTE: Schedule B reflects an additional sequester/reduction of $18,000 pursuant to Pub. L. 99-177 (Pub. L. 101-239) and Pub L. 101-164.

Schedule C

Joint Committee on Printing
Detailed Analysis of Change by Organization
FY 1991 Budget Request

	Calculation of Base	
	Staff 17	Amount ($000)
Appropriation, 1990		$1,191.0
Plus: Estimated Reimbursements and Sequestration/Adjustments		($18.0)
Budget Base, 1990 (revised)		$1,173.0
	1991 Request	
	Staff 17	Amount ($000)
I. Adjustments to Base[1]		
A: Mandatory Pay and Related Costs		
1. Staff Salary/Adjustments, including COLA		$94.0
2. Increased cost of personnel benefits		$20.0
B. Price Level Changes		
1. Decreasing cost for temporary personnel		($2.0)
C: Program Type Changes		
1. Legislation		
2. Workload		
a. Decrease in cost and frequency of travel		($5.5)
b. Decrease in cost for hearings and related expenses		($8.5)
3. Equipment, Alterations, Maintenance and Repairs, etc.		
a. Decrease in cost of supplies, equipment, and materials, etc.		($2.0)
II. Net Increase/Decrease Required		$96.0
III. Total Appropriation Request, 1991		$1,269.0

[1] Adjustments and net increase were calculated using the FY 1990 Revised Budget including the sequestration/adjustments ordered pursuant to Pub. L. 99-177 (Pub. L. 101-239) and Pub. L. 101-164.

Schedule D

Joint Committee on Printing
Summary of Agency Request
FY 1991 Budget Request

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1990	17	$1,191.0
Plus: Estimated Reimbursements and Sequestration/Adjustments		($18.0)
Budget Base, 1990 (Revised)	17	$1,173.0
Proposed Changes for FY 1991[1]		
Mandatory Pay and Related Costs		$114.0
Price Level Changes		($2.0)
Program Type Changes		($16.0)
Total Proposed Change		$96.0
FY 1991 Budget Request		$1,269.0

[1] Proposed changes were calculated using the FY 1990 Revised Budget including the sequestration/adjustments ordered pursuant to Pub. L. 99-177 (Pub. L. 101-239) and Pub. L. 101-164.

JOINT COMMITTEE ON TAXATION

101ST CONGRESS, 1ST SESSION

HOUSE — SENATE

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ASSOCIATE CHIEF OF STAFF
(REVENUE ANALYSIS)

JAN 09 1990

Honorable Vic Fazio
Chairman
Subcommittee on Legislative
Committee on Appropriations
U.S. House of Representatives
Washington, D.C. 20515

Dear Mr. Chairman:

I am writing in regard to the fiscal year 1991 appropriation request of the Joint Committee on Taxation.

Our request has two major components: (1) proposed increases in personnel expense to finance cost-of-living and merit increases for existing staff and to increase the starting salaries for certain new professional staff and (2) a proposed 13-person increase in the size of the Joint Committee on Taxation staff. Both of these requests are discussed in more detail below.

A. Summary of Budget Request

In a letter to the Clerk of the House, dated September 30, 1989, I requested a total fiscal year 1991 appropriation of $5,450,000 and an authorization for 84 staff positions. This letter revises the staff authorization request to 13 additional positions. Thus, this represents a $1,097,000 (25.2%) increase over the fiscal year 1990 appropriation and a 13-person (19%) increase in the number of authorized staff.

B. Fiscal Year 1991 Appropriation Request

1. Non-personnel expenses - an increase of $27,000 (approximate increase of 9%).

There are no extraordinary items in this budget category.

2. Personnel expenses - an increase of $1,070,000 (26.4% increase).

a. Cost of living increase - $146,000 is needed to finance the January 1, 1990 authorized increase, and $66,000 to finance the projected January 1, 1991 increase. It goes without saying that we must be able to adjust salaries for inflation; we were given an insufficient appropriation last year to cover this cost.

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Washington, D.C. 20515

b. Merit increases - $205,550 is requested in order to be able to provide average merit increases of 6% effective for fiscal year 1991.

As you know, the Joint Committee professional staff, comprised of certified public accountants, Ph.D. economists and lawyers with private law practice or other government experience, agree to work for the Joint Committee at salaries substantially below those available in the private sector. We have had rather significant resignations from the staff over the past few years by people whom we view as relatively long-term employees. For example, in 1988, 9 employees left the staff with an average tenure of 5.4 years. In 1989, 6 other employees with an average tenure of 8 years left, including two of our economist/revenue estimators after 6 and 10 years of employment, respectively.

We recognize that it will be impossible, at least on the short-term, to compete with private sector compensation and that employee turnover will continue at a higher rate than has been the case traditionally. However, if we are going to be able to retain qualified employees for at least reasonable periods of time, we must be able to provide merit increases.

c. Starting salaries - $60,450. We recently have discovered that our starting salaries for entry-level Ph.D. economists is approximately $7,000 below what is being paid to entry-level teachers in academic institutions. (We have actual data relating to this disparity that we will be happy to provide to your staff.) In order to be able to compete for economists who are essential to the Joint Committee's responsibilities, particularly as they relate to economic analyses and revenue estimates, we must be able to meet the college and university starting salaries.

We also find it necessary to raise our starting salaries for lawyers from approximately $60,000 to $66,000 annually. Our lawyers are drawn from private law practice or from the Treasury Department or the Internal Revenue Service. We require a minimum of three years experience, and we try to hire people with more experience (4-5 years). Currently, in the Washington, DC area, law firms from which we recruit are offering salaries of between $65,000-$70,000 for entry-level, law school graduates (first-year associates). Annual salary increases average $5,000. As a result, we are having

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difficulty recruiting even very young lawyers (three years of experience). In fact, during 1989, we were unable to compete with the IRS in an attempt to hire from the private sector a young lawyer with tax-exempt bond experience, a background we very much need.

Clearly, our current starting salary is making it difficult to attract qualified economist and lawyer candidates for the Joint Committee staff.

B. Authorized staff level

The Joint Committee is authorized 70 staff positions for fiscal year 1990. The current composition of the staff is 21 Legislation Attorneys, 2 Accountants, 7 Economists-Analysts, 11 Economists-Revenue Analysts, 1 Computer Specialist, 4 Refund Attorneys, 2 Administrators, 2 Librarians, 13 Secretaries, 5 Clerks, and 2 Refund Secretaries. The 4 refund attorneys and their 2 secretaries staff our Refund office at the Internal Revenue Service and have no material involvement in our legislative functions.

As we have previously testified before your Subcommittee, in the past several years the Joint Committee has realized a substantial increase in workload. In 1989 we received a record number of requests for revenue estimates and other revenue analysis. While the burden of responding to these requests for information has fallen primarily on our staff of economists/revenue analysts and economists/analysts, the legislative staff has experienced a similar increase in their workload.

Economist/Revenue Analysis and Economist/Analysis Staff

The attached table provides information on the number of formal requests for revenue estimates we have received for the period 1983 through 1989, inclusive. (These numbers represent only formal written requests and do not include work associated with the preparation of documents for hearings and markups by the tax-writing Committees of the House and Senate, Floor action and conferences on tax legislation (including the drafting of statutory language and the preparation of Committee reports)[1]. During this same period, the size of the Economist/revenue estimating staff has remained constant (11 economists/revenue analysts in both

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1983 and 1989 and 7 economists/analysts).

Because of this tremendous increase in the workload of the Economists/Revenue Analysis staff, and because of increased pressure from competing private sector revenue analysis groups, we find it necessary to ask for significant increases in funds and authorized staff positions in our budget for 1991.

In order to accommodate the increasing demands of the tax legislative process and to maintain the high level of professionalism demanded of the Joint Committee staff, we request the following increase in personnel authorization and funding for our economist/revenue analysis and economist/analysis groups:

6 Economists/Revenue Estimators (@ $59,000.00)	$354,000.00
1 Computer Specialist	45,000.00
1 Revenue Research Analyst	40,000.00
2 Secretaries (@ $22,500.00)	45,000.00
Total	$484,000.00

Support staff

We renew our request for fiscal year 1990 for positions for 2 additional staff positions to provide for 2 secretaries needed to support our offices in the Hart and Dirksen Senate Office Buildings:

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1 As shown on the attached material, during the First Session of the 101st Congress, in addition to responding to Congressional requests for information, the Joint Committee staff prepared and published 19 descriptive pamphlets, 74 miscellaneous staff papers and revenue tables, Committee reports and accompanying statutory language, and Conference reports.

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2 Secretaries (@ $22,500.00) 45,000.00

As you will recall, in the Committee report on the Legislative Branch Appropriations Bill, 1990 (H.Rpt. 101-179) our request was denied. Instead the Committee urged the Senate to consolidate the two separate office suites to accommodate that need. Due to extreme space limitations in the Senate office buildings the joining of the two office suites has not been achieved, and a physical solution to our problem appears unlikely. Accordingly, we renew our request for two support staff positions in our request for fiscal year 1991.

Investigator

We also request authorization to add the following new professional position to provide for the hiring of an investigator with a tax background:

1 Investigator $60,000.00

This position is needed to enable oversight of the Internal Revenue Service consistent with the investigative authority accorded the Joint Committee on Taxation in Sec. 8022(1)(B) of the Internal Revenue Code.[2] Recent problems affecting the Department of Housing and Urban Development demand establishment of such a position to provide the Legislative Branch with sufficient insight into the operations of the Internal Revenue Service in an effort to prevent similar problems.

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2 "(B) Administration. To investigate the administration of such taxes by the Internal Revenue Service or any executive department, establishment, or agency charged with their administration..." Sec. 8022(1)(B) of the Internal Revenue Code of 1986.

Congress of the United States
JOINT COMMITTEE ON TAXATION
Washington, D.C. 20515

Finally, we find we are not, at this time, in need of an additional staff assistant position and we withdraw our request for that authorization. We do continue to require the additional $20,000 and have reallocated that amount to finance the increase in starting salaries as discussed above.

Mr. Chairman, as the Congress continues to search for ways to balance the budget and eliminate the deficit, we will continue to rely on the staff of the Joint Committee on Taxation to provide us with their technical support. During the first session of this Congress the staff has experienced unprecedented requests for assistance, and it is obvious that these needs will continue. It is imperative that the Joint Committee be adequately staffed to respond to the needs of the Congress in a timely manner. I respectfully urge the Members of your Subcommittee to favorably respond to the Joint Committee's requests for funding and authorized staff positions.

At this time we do not foresee additional program needs for the four fiscal years following fiscal year 1991.

Sincerely,

Dan Rostenkowski
Chairman

Attachments

Joint Committee on Taxation
Requests for Revenue Estimates
(1983 through 1989)

YEAR	NUMBER OF REQUESTS
1983.....	150
1984.....	120
1985.....	348
1986.....	474
1987.....	420
1988.....	900
1989.....	1,290

JCS-89 DOCUMENTS

JCS-1-89 — Federal Income Tax Aspects Of Corporate Financial Structures Scheduled for Hearings Before the Senate Committee on Finance on January 24-26, 1989 and the House Committee on Ways and Means on January 31 and February 1-2, 1989

January 18, 1989

JCS-2-89 — Schedule Of Present Federal Excise Taxes (As Of January 1, 1989)

January 31, 1989

JCS-3-89 — Current Tax Rules Relating To Financially Troubled Savings And Loan Associations Scheduled for Hearings Before the House Committee on Ways and Means on February 22 and March 9, 1989

February 16, 1989

JCS-4-89 — Estimates Of Federal Tax Expenditures For Fiscal Years 1990-1994 Prepared for the Committee on Ways and Means and the Committee on Finance

February 28, 1989

JCS-5-89 — Listing Of Selected Federal Tax Legislation Reprinted In The IRS Cumulative Bulletin, 1913-1987

March 2, 1989

JCS-6-89 — Summary Of Revenue Provisions In President Bush's Fiscal Year 1990 Budget Proposal

March 3, 1989

JCS-7-89 — Tax Treatment Of Capital Gains And Losses Scheduled for a Hearing Before the Senate Committee on Finance on March 14, 1989

March 11, 1989

JCS-8-89 — Description Of Expiring Tax Provisions

March 13, 1989

JCS-9-89 — Description Of H.R.1864 Relating To Simplification Of Section 89 Nondiscrimination Rules Applicable To Certain Employee Benefit Plans Scheduled for a Hearing Before the Committee on Ways and Means on May 2, 1989

April 25, 1989

JCS-10-89 — Description Of Certain Bills And Discussion Of Issues Relating To Section 89 Nondiscrimination Rules Applicable To Certain Employee Benefit Plans Scheduled for a Hearing Before the Committee on Finance on May 9, 1989

May 3, 1989

JCS-11-89 Description Of Tax Bills: S.353 (Educational Savings Bonds); S.442 (Value Added Tax); S.659, S.838, S.849(Estate Freezes); And S.800 (Moratorium On Certain State Tax Laws) Scheduled For a Hearing Before the Senate Committee on Finance on May 17, 1989

May 11, 1989

JCS-12-89 Present Law And Issues Relating To The Low-Income Housing And Rehabilitation Tax Credits Scheduled For Hearings Before the Subcommittee on Select Revenue Measures of the Committee on Ways and Means on May 23, 1989 and June 6, 1989

May 12, 1989

JCS-13-89 Present Law And Issues Relating To The Targeted Jobs Tax Credit (H.R.452, H.R.815, And H.R.2098) Scheduled For a Hearing Before the Subcommittee on Select Revenue Measures of the Committee on Ways and Means on June 6, 1989

May 24, 1989

JCS-14-89 Description Of H.R.1761 Relating To Simplification Of The Corporate Minimum Tax Scheduled For a Hearing Before the Subcommittee on Select Revenue Measures of the House Committee on Ways and Means on June 8, 1989

May 25, 1989

JCS-15-89 Present Law And Issues Relating To Employer-Provided Retiree Health Insurance Scheduled for a Hearing Before the Subcommittee on Oversight of the Committee on Ways and Means on June 14, 1989

June 12, 1989

JCS-16-89 Description Of Enterprise Zone Proposals (H.R.6 And Administration Proposal) Scheduled for Hearings Before the House Committee on Ways and Means on October 17-18, 1989

October 14, 1989

JCS-17-89 Taxation Of Life Insurance Companies Scheduled for a Hearing Before the Subcommittee on Select Revenue Measures of the Committee on Ways and Means on October 19, 1989

October 16, 1989

JCS-18A-89 Comparison Of Differing Revenue Provisions Of The Revenue Reconciliation Act Of 1989 (H.R.3299) As Passed By The House And The Senate Prepared for the Conferees by the Staff of the Joint Committee on Taxation

October 24, 1989

JCS-19-89 **Tax Rules Relating To Puerto Rico Under Present Law And Under Statehood, Independence, And Enhanced Comminwealth Status (S.712, Puerto Rico Status Referendum Act) Scheduled for Hearings Before the Senate Committee on Finance on November 14-15, 1989**

November 14, 1989

JCX-DOCUMENTS

JCX-1-89	Errata For JCS-1-89 -- Federal Income Tax Aspects Of Corporate Financial Structures January 18, 1989
JCX-2-89	Estimate Of President's Budget Proposal For A Reduction In Taxes On Capital Gains February 23, 1989
JCX-3-89	Statement of Ronald A. Pearlman Chief of Staff Joint Committee on Taxations Before the Senate Committee on Finance March 14, 1989
JCX-4-89	Estimated Budget Effects Of Revenue Provisions In President Bush's Fiscal Year 1990 Budget Proposal April 7, 1989
JCX-5-89	Preliminay Estimates Of The Revenue Effects Of Permanently Extending Various Expiring Tax Provisions April 7, 1989
JCX-6-89	Issues Relating To The Use Of Pension Plan Assets In Leveraged Buyout Transactions Scheduled for a Hearing Before the Subcommittee on Oversight of the Committee on Ways and Means on April 27, 1989 April 21, 1989
JCX-7-89	Present Law And Background Relating To H.R.1659 (Airport Security Act Of 1989) May 18, 1989
JCX-8-89	Summary Of Tax Provisions Of Ways And Means Committee Amendment To H.R.1278 ("The Financial Institutions Reform, Recovery And Enforcement Act Of 1989") May 18, 1989
JCX-9-89	Overview Of Present Law And Estimated Budget Effects Of The Medicare Catastrophic Insurance Program And Description Of Possible Premium Options Scheduled for a Hearing Before the Senate Committee on Finance On June 1, 1989 May 25, 1989
JCX-10-89	Errata Sheet For JCX-9-89 May 31, 1989

JCX-11-89 Description Of H.R.2528 (Improved Penalty Administration And Compliance Tax Act Of 1989) Scheduled for a Hearing Before the Subcommittee on Oversight of the House Committee on Ways and Means on June 6, 1989

June 5, 1989

JCX-12-89 Description Of H.R.1659 (Aviation Security Act Of 1989)

June 7, 1989

JCX-13-89 Description Of Tax Proposals Relating To Tax Credit For Child Care And Certain Health Insurance Premiums, Simplification Of Section 89 Nondiscrimination Rules Applicable To Certain Employee Benefit Plans (S.1129), Repeal Of Special Rules Applicable To Financially Troubled Financial Institutions, And Extension Of Telephone Excise Tax Scheduled for a Hearing Before the Senate Committee on Finance on June 12, 1989

June 9, 1989

JCX-14-89 Extension Of Targeted Jobs Tax Credit Scheduled for Markup by the Ways and Means Subcommittee on Select Revenue Measures

June 9, 1989

JCX-15-89 Rehabilitation Tax Credit Scheduled for Markup by the Ways and Means Subcommittee on Select Revenue Measures

June 9, 1989

JCX-16-89 Extension And Modification Of The Low-Income Housing Tax Credit Scheduled for a Markup by the Ways and Means Subcommittee on Select Revenue Measures

June 9, 1989

JCX-17-89 H.R.1761: Corporate Minimum Tax Scheduled for Markup by the Ways and Means Subcommittee on Select Revenue Measures

June 9, 1989

JCX-18-89 H.R.1761: Corporate Minimum Tax Scheduled for Markup by the Ways and Means Subcommittee on Select Revenue Measures--Possible Options

June 13, 1989

JCX-19-89 H.R.1761: Corporate Minimum Tax Scheduled for Markup by the Ways and Means Subcommittee on Select Revenue Measures--Addendum to Possible Options

June 13, 1989

JCX-20-89 Explanation Of Tax Proposals Relating To Tax Credit For Child Care And Certain Health Insurance Premiums, Simplification Of Section 89 Nondiscrimination Rules Applicable To Certain Employee Benefit Plans (S.1129), Extension Of Telephone Excise Tax, And Estimated Tax Payment Requirements Of S Corporations Scheduled for Markup by the Senate Committee on Finance on June 13, 1989

June 13, 1989

JCX-21-89 Estimated Revenue Effects Of Tax Proposals (Proposals for Senate Finance Committee Markup--June 13, 1989)

June 13, 1989

JCX-22-89 Chairman's Amendments To S.1129

June 13, 1989

JCX-23-89 Penalties Relating To Foreign Tax Provisions

June 13, 1989

JCX-24-89 Description Of Tax Bills Relating To Tax For Oil Spill Liability Trust Fund (S.1066) And Deduction For Oil Spill Cleanup Costs (S.771) Scheduled for a Hearing Before the Senate Committee on Finance on June 21, 1989

June 19, 1989

JCX-25-89 Miscellaneous Reconciliation Issues Proposed By The Administration And Various House Committees Relating To Tax Treatment Of Overseas Private Investment Corporation, Exclusions For Certain Overseas Allowances Received By Defense Department Personnel, Nonrecognition Of Capital Gains For Divestments Of Property Subject To Federal Ethics Requirements, And Petroleum Tax For Oil Spill Liability Trust Fund For Consideration by the Committee on Ways and Means

June 20, 1989

JCX-26-89 Description Of Miscellaneous Reconciliation Proposals By The Administration And Various House Committees Relating To Tax Treatment Of Overseas Private Investment Corporation, Exclusions For Certain Overseas Allowances Received By Defense Department Personnel, Nonrecognition Of Capital Gains For Divestments Of Property Subject To Federal Ethics Requirements, And Petroleum Tax For Oil Spill Liability Trust Fund For Markup Consideration by the Committee on Ways and Means on June 29, 1989

June 28, 1989

JCX-27-89 Description Of Technical Corrections Proposed To The Technical And Miscellaneous Revenue Act Of 1988, The Revenue Act Of 1987, And Certain Other Pension-Related Tax Legislation For Consideration by the Committee on Ways and Means

June 28, 1989

JCX-28-89 Description Of Revenue Reconciliation Proposal By Chairman Rostenkowski Scheduled for Markup by the House Committee on Ways and Means on July 11, 1989

July 11, 1989

JCX-29-89 Estimated Budget Effects Of Revenue Reconciliation Proposal -- Chairman's Mark

July 11, 1989

JCX-30-89 Possible Modifications Of H.R. 1864 Relating To Nondiscrimination Requirements Under Section 89

July 11, 1989

JCX-31-89 Description Of Proposal By Chairman Rostenkowski Relating To Child Care And The Earned Income Tax Credit, Expiring Tax Provisions, Medicare Catastrophic Insurance Provisions, And Certain Other Revenue Provisions For Consideration by the Committee on Ways and Means

July 18, 1989

JCX-32-89 1989 Reconciliation--Additional Items--Revenue Estimates

July 18, 1989

JCX-33-89 Public Hearing On Increase In The Public Debt Limit Before the Committee on Finance on July 19, 1989

July 19, 1989

JCX-34-89 Present Law And Proposals Relating To Employee Stock Ownership Plans (Including S.1303 And S.1171) Scheduled for a Joint Hearing Before the Subcommittees on Taxation and Debt Management and Private Retirement Plans and Oversight of the Internal Revenue Service of the Senate Committee on Finance on July 19, 1989

July 19, 1989

JCX-35-89 Present Law And Proposals Relating To Employer-Provided Retiree Health Insurance Scheduled for a Joint Hearing Before the Subcommittees on Taxation and Debt Management and Private Retirement Plans and Oversight of the Internal Revenue Service of the Senate Committee on Finance on July 19, 1989

July 19, 1989

JCX-36-89 Description Of S.1041 Relating To Capital Gain On Transfer Of Farm Property In Discharge Of Certain Farm Indebtedness Scheduled for a Hearing Before the Subcommittee on Energy and Agricultural Taxation of the Senate Committee on Finance on July 28, 1989

July 21, 1989

JCX-37-89 Percentage Distribution Of The Aggregate Tax Chance Of A Capital Gains Exclusion And A Proposal To Index The Cost Basis Of Certain Capital Assets, 1985

July 24, 1989

JCX-38-89 Distributional Effect Of A 30% Exclusion For Long-Term Capital Gains

July 24, 1989

JCX-39-89 To Increase The Public Debt Limit (Before the Committee on Ways and Means on July 27, 1989)

July 27, 1989

JCX-40-89 Description Of S.828 (Enhanced Oil And Gas Recovery Tax Act Of 1989) Scheduled for a Hearing Before the Subcommittee on Energy and Agricultural Taxation of the Senate Committee on Finance on August 3, 1989

August 1, 1989

JCX-41-89 Chairman Rostenkowski's Modification To Revenue Offset Provisions Of The Chairman's Mark Dated July 18, 1989

August 4, 1989

JCX-42-89 1989 Revenue Reconciliation--Chairman Rostenkowski's Proposed Modification--Revenue Table

August 4, 1989

JCX-43-89 Distributional Effect Of Chairman Rostenkowski's Capital Gains Proposal

August 4, 1989

JCX-44-89 Preliminary Estimates Of Budget Effects Of The Revenue Reconciliation Proposal

August 4, 1989

JCX-45-89 Present Law And Possible Revenue Options Relating To The Medicare Catastrophic Insurance Program Scheduled for a Markup Before the Senate Committee on Finance on September 7, 1989

September 7, 1989

JCX-46-89 Ways And Means Proposals On EITC/Supplemental EITC--Revenue Numbers for Markup

September 7, 1989

JCX-47-89 Chairman Rostenkowski's Proposed Amendments And Revisions To Previous Estimates
September 13, 1989

JCX-48-89 Chairman Rostenkowski's Proposed Amendments And Revisions To Previous Estimates
September 14, 1989

JCX-49-89 Chairman Rostenkowski's Modification To Certain Provisions Of The Chairman's Mark Dated July 18, 1989
September 14, 1989

JCX-50-89 Additional Technical Corrections
September 14, 1989

JCX-51-89 Increase In Joint Committee Refund Review Threshold
September 14, 1989

JCX-52-89 Estimates Of Revenue Effect Of Items Reported Pursuant To Budget Reconciliation Instructions--Title XI
September 18, 1989

JCX-53-89 Detail Of Budget Effects Of Title X And XI Items Including Both Revenues And Outlays
September 18, 1989

JCX-54-89 Description Of S.1682 Relating To Individual Retirement Accounts Scheduled for a Hearing Before the Senate Committee on Finance on September 29, 1989
September 29, 1989

JCX-55-89 Description Of H.R.1150 (Utility Ratepayer Refund Act Of 1989) And H.R.2493 (Utility Customer Refund Act Of 1989) Scheduled for a Hearing Before the Committee on Ways and Means on October 4, 1989
September 29, 1989

JCX-56-89 Description Of Technical Corrections Proposed To The Technical And Miscellaneous Revenue Act Of 1988, The Revenue Act Of 1987, And Certain Other Tax Legislation For Consideration by the Senate Committee on Finance
October 2, 1989

JCX-57-89 Description Of Revenue Reconciliation Proposal Part One: Revenue-Raising Provisions Scheduled for Markup by the Senate Committee on Finance on October 3, 1989
October 3, 1989

JCX-58-89 Description Of Revenue Reconciliation Proposal Part Two: Expiring Provisions, Child Care Iniative, And IRAs Scheduled For Markup by the Senate Committee on Finance on October 3, 1989
October 3, 1989

JCX-59-89 Description Of Revenue Reconciliation Proposal Part Three: Miscellaneous Tax Provisions Scheduled for Markup by the Senate Committee on Finance on October 3, 1989
October 3, 1989

JCX-60-89 Revenue Effects Of A Possible Revenue Reconciliation Proposal for Senate Finance Markup
October 3, 1989

JCX-61-89 Estimated Revenue Effects Of Items Reported Pursuant To Budget Reconciliation Instructions
October 11, 1989

JCX-62-89 Description Of Miscellaneous Tax Proposals Scheduled for a Hearing Before the Subcommittee on Select Revenue Measures of the Committee on Ways and Means on October 12, 1989
October 6, 1989

JCX-63-89 H.R. 2493 (Utility Customer Refund Act of 1989) Scheduled for Markup by the House Committee on Ways and Means on October 11, 1989
October 10, 1989

JCX-64-89 Allow Certain Cotton Warehouses To Use The Cash Basis Of Accounting (Item added to JCX-62)
October 11, 1989

JCX-65-89 Estimated Revenue Effects Of Items Intended To Meet Budget Reconciliation Instructions
October 13, 1989

JCX-66-89 Description Of Additional Miscellaneous Tax Proposals Scheduled for a Hearing Before the Subcommittee on Select Revenue Measures of the House Committee on Ways and Means on October 26, 1989
October 20, 1989

JCX-67-89 Overview Of Tax Policy Issues Related To The Air Transportation Industry And Description Of H.R.2354 Scheduled for a Hearing Before the Subcommittee on Oversight of the House Committee on Ways and Means on October 24, 1989
October 23, 1989

JCX-68-89 Treatment Of Investment Expenses Under The Individual Alternative Minimum Tax -- Addendum to JCX-66-89
October 23, 1989

JCX-69-89 Definition Of Tar Sands For Nonconventional Fuels Production Credit -- Addendum to JCX-66-89

October 25, 1989

JCX-70-89 Conference Comparison Of H.R.3299 -- Estimated Revenue Effects Of Revenue Reconciliation Provisions (Title XI Of The House Bill And The Senate Amendment

October 26, 1989

JCX-71-89 Revenue Effects Of House Offer Of November 9, 1989

November 9, 1989

JCX-72-89 Revenue Effects Of Senate Counteroffer Of November 14, 1989

November 14, 1989

JCX-73-89 Possible Conference Agreement On Revenue Provisions Of H.R.3299

November 17, 1989

JCX-74-89 Estimated Revenue Effects Of Conference Agreement On Revenue Provisions Of H.R.3299

November 21, 1989

Committee reports and related explanatory material worked on by the staff of the Joint Committee on Taxation during 1989

(1) Ways and Means and Finance Committee report explanations of the Revenue Reconciliation Act of 1989 (H.R. 3299 and S. 1750);

(2) Conference report on Revenue Reconciliation Act of 1989;

(3) Explanation of Medicare premium and surtax portions of the Medicare Catastrophic Coverage Repeal Act of 1989 (H.R. 3607 and S. 1726);

(4) Finance Committee report and Senate Flooor amendments relating to child care/health insurance/earned income tax credits and extension of the telephone excise tax (S. 5 as passed by the Senate and S. 1185 as reported by the Finance Committee);

(5) Explanatory material for the Finance Committee and Senate Floor amendments relating to the increase in the debt limit and repeal of Internal Revenue Code section 89 (H.J. Res. 280); and

(6) Ways and Means Committee report on revenue provisions Financial Institutions Reform, Recovery and Enforcement Act of 1989 (H.R. 1278).

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
JOINT COMMITTEE ON TAXATION

	STAFF	AMOUNT ($000)
APPROPRIATION, 1990	70	$4,372
LESS: EMERGENCY DRUG FUNDING		-$19
BUDGET BASE, 1990	70	$4,353
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		$455
1. ANNUALIZATION OF PAY RAISE		$212
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		$243
4. RESTORATION OF FY 90 REDUCTIONS		
5. OVERTIME PAY		
6. PAY SCALE ADJUSTMENTS		
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		$27
1. TRAVEL		
2. RENT, COMMUNICATIONS		$1
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		$1
5. SUPPLIES		$4
6. EQUIPMENT		$21
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES	14	$615
1. LEGISLATION		
2. WORKLOAD	14	$615
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD	14	$615
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED	14	$1,097
III. TOTAL APPROPRIATION REQUEST, 1991	84	$5,450

Schedule A

HOUSE OF REPRESENTATIVES
JOINT COMMITTEE ON TAXATION
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	70	$3,502	70	$4,051	84	$5,121	14	$1,070
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel		$1		$4		$4		
22 Transportation of Things								
23 Rent, Communications, Utilities		$33		$38		$39		$1
24 Printing and Reproduction								
25 Other Services		$57		$45		$46		$1
26 Supplies and Materials		$180		$164		$168		$4
31 Equipment		$45		$51		$72		$21
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	70	$3,818	70	$4,353	84	$5,450	14	$1,097

Schedule B

HOUSE OF REPRESENTATIVES
JOINT COMMITTEE ON TAXATION
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES											
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$455					14	$615				$1,070
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities				$1								$1
24 Printing and Reproduction												
25 Other Services				$1								$1
26 Supplies and Materials				$4								$4
31 Equipment				$21								$21
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$455		$27			14	$615				$1,097

Explanation of Changes Shown on Schedule C

JOINT COMMITTEE ON TAXATION

Mandatory Pay and Related Changes

Increase is attributed to the annualization of the COLA , the executive pay increase and longevity and merit increases.

Price Level Changes

Increase due to rise in cost of goods and services.

Program Changes

Workload

Funds are requested for 14 additional positions. They are 6 economists/revenue estimators, 1 computer specialist, 1 revenu research analyst, 1 attorney, 4 secretaries and 1 staff assistant.

Restores funds not available due to sequestration.

Schedule A

HOUSE OF REPRESENTATIVES
OFFICE OF THE ATTENDING PHYSICIAN
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	16	$970	15	$1,018	15	$1,063		$45
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials		$310		$311		$311		
31 Equipment		$65		$70		$76		$6
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	16	$1,345	15	$1,399	15	$1,450		$51

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE ATTENDING PHYSICIAN		
	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990	15	$1,405
LESS: EMERGENCY DRUG FUNDING		-$6
BUDGET BASE, 1990	15	$1,399
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		$45
1. ANNUALIZATION OF PAY RAISE		$14
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
7. REIMBURSEMENT COST TO NAVY		$31
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$45
III. TOTAL APPROPRIATION REQUEST, 1991	15	$1,450

U.S. CAPITOL POLICE DEFINITIONS OF OBJECT CLASSIFICATIONS
FISCAL YEAR 1991
TO ACCOMPANY SCHEDULE A - JOINT

11 PERSONNEL COMPENSATION:

Funding for estimated personnel costs, which includes costs associated with the annualization of the COLA, longevity increases, overtime and the proposed compressed pay scale.

12 PERSONNEL BENEFITS:

-- CONTINGENCY:

Funding available for reprogramming upon the approval of the Committees on Appropriations of the House and Senate.

21 TRANSPORTATION OF PERSONS:

This object class includes airfare, car rental, mileage, tolls, per diem, and other expenses incidental to official travel by members of the Department. These travel expenses are related to protective details, transporting officers to the Federal Law Enforcement Training Center (FLETC) for recruit and other specialized training, developmental training that is not held at FLETC or in the D.C. area and other travel related to official business (e.g. investigations, ceremonial functions, competitions, etc.)

22 TRANSPORTATION OF THINGS:

This object class includes freight costs incurred when parts, uniforms, or materials must be sent to another location (e.g., our liaison office at the Federal Law Enforcement Training Center), when equipment is shipped to a repair facility, when items of evidence must be sent to another site for analysis or investigation, when an officer permanently assigned at the Federal Law Enforcement Training Center must be reassigned to Washington, etc.. Funds contained in this object class cover any transportation costs except regular mail service (contained in Rent, Communications, and Utilities,) and travel and per diem costs (contained in the object class Transportation of Persons).

23 RENT, COMMUNICATIONS AND UTILITIES:

This object class provides funds for the lease and rental of equipment and services such as law enforcement computer files, automated research services, and photocopying machines. It also includes funds for U.S. postage, and commercial long distance telephone service.

25 OTHER SERVICES:

This object class includes all services not specifically covered by any of the other object classes. It encompasses such things as repairs and alterations to equipment, maintenance contracts, tuition and registration fees for training programs, conferences, seminars, etc., uniform maintenance and alterations (including laundry and dry cleaning), and professional services such as veterinary care, psychological evaluation, employee assistance program, drug screening, promotional assessment, awards program, etc.

26 SUPPLIES AND MATERIALS:

This object class includes charges for commodities, whether acquired by formal contract or other form of purchase, that are ordinarily consumed or expended within one year after they are put into use. It contains items such as weapon parts and accessories, communications supplies, automotive maintenance supplies, fuel, oil, repair parts, photographic supplies, training supplies, electronic supplies, printing supplies, office supplies, K-9 supplies, publications, uniforms and accessories, ammunition and explosives, and miscellaneous supplies.

31 CAPITAL ASSETS:

This object class provides for the purchase of property that has a normal life expectancy of a year or more after being put into use, without material impairment of its physical condition. Included in this object class are weapons, motor vehicles, radio transceivers, photographic equipment, automotive maintenance equipment, electronic equipment, printing equipment, office equipment, etc.

Schedule C - JOINT

U.S. CAPITOL POLICE

Detailed Analysis of Change by Organization

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1990	1,346	58,137
Minus: Other Reductions 101-163		(580)
Sequester 101-239		(775)
Emergency Drug Funding 101-164		(250)
Budget Base, 1990	1,346	56,532
	1991 Request	
I. Adjustments to Base	Staff	Amount ($000)
A. Mandatory Pay and Related Costs		7,106
1. Annualization of FY 90 COLA		1,675
2. Longevity Increases		450
3. Federal Employees Retirement System (FERS), CSRS & Health Benefits		1,400
4. Pay Scale Adjustment		1,713
5. Overtime		166
6. Projected FY 91 COLA		650
7. Restoration of FY 90 Reductions		1,017
8. Annualization of FY 90 Position		35
B. Price Level Changes		80
1. Transportation of Persons Increase of 4%		9
2. Rent, Comm., & Utilities Increase of 4%		5
3. Other Services - Tuition Increase of 4%		13
4. Supplies & Materials - Increase of 4%		36
5. Capital Assets - Equipment Increase of 4%		17

Schedule B

HOUSE OF REPRESENTATIVES
ATTENDING PHYSICIAN
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..			
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$45										$45
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment								$6				$6
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$45						$6				$51

Explanation of Changes Shown on Schedule C

OFFICE OF THE ATTENDING PHYSICIAN

Mandatory Pay and Related Changes

Increase is attributed to the increases in military pay which must be reimbursed to the Navy.

Program Changes
Workload

Restores funds not available due to sequestration.

Schedule A -- JOINT

1/4/90

U.S. CAPITOL POLICE
BY APPROPRIATION AND OBJECT CLASS

CATEGORIES	FY 89 ACTUAL		FY 90 RECOMMENDED		FY 91 ESTIMATE		NET CHANGE 90/91	
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Appropriation:								
U.S. CAPITOL POLICE	1340	54,809	1346	56,532	1348	63,884	2	7,352
Salaries:								
House	652	25,673	657	27,039	657	30,737**		3,698
Senate	688	27,249	689	27,597	691	31,075***		3,478
Contingency*				20				(20)
Subtotal:	1340	52,922	1346	54,656	1348	61,812		7,156
General Expenses		1,887		1,876		2,072		196
2. Breakdown by Object Class:								
11 Personnel Compensation		43,372		44,910		50,666		5,756
12 Personnel Benefits		9,550		9,746		11,146		1,400
21 Transportation of Persons		173		174		216		42
22 Transportation of Things		11		10		11		1
23 Rent, Comm., & Utilities		97		103		115		12
25 Other Services		317		303		336		33
26 Supplies & Materials		861		866		911		45
31 Capital Assets		428		420		483		63
TOTAL	1340	54,809	1346	56,532	1348	63,884	2	7,352

* Contingency funding for possible reconfiguration of police payroll system, pending authorization and the necessary reprogramming approval by the Committee on Appropriations.

** Includes overtime currently estimated at $1,150,000 and employee benefits at $5,542,000.

*** Includes overtime currently estimated at $1,150,000 and employee benefits at $5,604,000.

Schedule B - JOINT

U.S. CAPITOL POLICE
ANALYSIS OF CHANGE TO BUDGET BASE
BY ORGANIZATION AND OBJECT CLASS

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC			
	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)
1. Breakdown by Organization:												
U.S. CAPITOL POLICE												
2. Breakdown by Object Class:												
11 Personnel Compensation		5,706					2	50			2	5,756
12 Personnel Benefits		1,400										1,400
13 Benefits/Former Personnel												
21 Transportation of Persons				9				33				42
22 Transportation of Things				0				1				1
23 Rent, Comm., & Utilities				5				7				12
25 Other Services				13				20				33
26 Supplies & Materials				36				9				45
31 Capital Assets				17				46				63
TOTAL		7,106		80			2	166			2	7,352

Schedule C (continued) -2-

U.S. CAPITOL POLICE

Detailed Analysis of Change by Organization

	1991 Request	
	Staff	Amount ($000)
I. Adjustments to Base (continued)		
C. Program Type Changes		
1. Legislation	2	166
2. Workload		33
a. Increase in Transportation of Persons Costs		1
b. Increase in Transportation of Things Costs		7
c. Increase in Rent, Comm. & Utility		20
d. Increase in Other Services Cost		9
e. Increase in Uniform Quantity Cost		46
f. Increase in Capital Assets Equipment	2	50
g. Funding for 2 Positions		
II. Net Increase/Decrease Requested	2	7,352
III. Total Appropriation Request, 1991	1,348	63,884

U.S. CAPITOL POLICE EXPLANATION OF CHANGE
FISCAL YEAR 1991
TO ACCOMPANY SCHEDULE C - JOINT

I. ADJUSTMENTS TO BASE

A. **Mandatory Pay and Related Costs -- $7,106,000**

1. Annualization of FY 90 COLA -- $1,675,000
Annualized 3.6% COLA for FY 90 positions.

2. Longevity Increases -- $450,000
Increase represents scheduled longevity pay increases. The Capitol Police proposed salary schedule includes longevity step increases of approximately $774 for each step. Longevity increases are awarded to employees each year for the first ten years, and every other year thereafter, until they reach 14 years of service.

3. Retirement System & Health Benefits -- $1,400,000
This represents agency contributions.

4. Pay Scale Adjustment -- $1,713,000
Increase represents the compressed pay step schedule from sixteen step - twenty-six year scale, to a twelve step - fourteen year schedule.

5. Overtime -- $166,000
Increase represents the additional cost associated with 3.6% COLA and the compressed pay step system.

6. Projected FY 91 COLA -- $650,000
Increase represents 50% of the projected COLA of 3.5% for 9 months (or 1.3%).

7. Restoration of FY 90 Reductions -- $1,017,000
This represents $775,000 sequestered as a result of 101-239, and the $242,000 reduction for the Emergency Drug Funding 101-164.

8. Annualization of FY 90 Position -- $35,000
Increase represents the additional cost associated with the civilian position of Physical Fitness Director approved in FY 90 but not funded.

B. **Price Level Changes -- $80,000**

1. Transportation of Persons -- 4% -- $9,000
Increase associated with estimated inflationary type price changes for travel and transportation.

2. Rent, Comm., & Utilities -- 4% --$5,000
Increase associated with estimated inflationary type price changes for rent, communications and utilities.

3. Other Services -- Tuition -- 4% -- $13,000
Increase associated with estimated inflationary type price changes for contractual services, and other services associated with training.

4. Supplies and Materials -- 4% -- $36,000
Increase associated with estimated inflationary type price changes for supplies and materials.

5. Capital Assets -- Equipment - 4% -- $17,000
Increase associated with estimated inflationary type price changes for equipment.

C. Program Type Changes

1. Legislation

2. Workload -- $166,000
a. Transportation of Persons -- $33,000
Travel required for protection of Members of Congress has consistently increased from year to year.

b. Transportation of Things -- $1,000
Freight costs incurred when parts, uniforms, or materials must be sent to another location, when equipment is shipped to a repair facility, when items of evidence must be sent to another site for analysis or investigation, and when an officer permanently assigned at the Federal Law Enforcement Center must be reassigned to Washington, D.C.

c. Rent, Comm., & Utility -- $7,000
To meet the cost associated with the additional Lexis/Nexis Data System and with the IBM lease and maintenance contract for the equipment and access to the computerized communications network.

d. Other Services -- $20,000
Cost associated with the veterinarian contract, promotional process, and repairs and maintenance to specialized equipment.

e. Uniform Quantity Cost -- $9,000
Cost associated with additional uniforms and equipment and with the restoration of reductions as a result of the Emergency Drug Funding 101-164.

f. Capital Assets -- Equipment -- $46,000
Cost associated with vehicle replacement, video recording equipment and weapons.

g. Funding for 2 Positions -- $50,000
Restoring two (2) private positions reduced in FY 90 to create 2 civilian positions (Computer Programmer & Procurement Clerk).

Schedule D - JOINT SALARIES & GENERAL EXPENSE

U.S. CAPITOL POLICE

Summary of Agency Request
FY 1991 Budget Request

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1990	1,346	58,137
Minus: Other Reductions 101-163		(580)
Sequester 101-239		(775)
Emergency Drug Funding 101-164		(250)
Budget Base, 1990	1,346	56,532
Proposed Changes for FY 1991		
Mandatory Pay and Related Costs		7,106
Price Level Changes		80
Program Type Changes		
Legislation		
Workload	2	166
Total Proposed Changes	2	7,352
FY 1991 Budget Request	1,348	63,884

Schedule D (Salaries) - JOINT

U.S. CAPITOL POLICE

Summary of Agency Request
FY 1991 Budget Request

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1990	1,346	56,253
Minus: Other Reductions 101-163		(580)
Sequester 101-239		(775)
Emergency Drug Funding 101-164		(242)
Budget Base, 1990	1,346	54,656
Proposed Changes for FY 1991		
Mandatory Pay and Related Costs		7,106
Price Level Changes		
Program Type Changes		
Legislation		
Workload	2	50
Total Proposed Changes	2	7,156
FY 1991 Budget Request	1,348	61,812*

* Includes overtime currently estimated at $2,300,000 and employee benefits at $11,146,000.

Schedule D1 (Salaries) - HOUSE

U.S. CAPITOL POLICE

Summary of Agency Request
FY 1991 Budget Request

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1990	657	28,148
Minus: Other Reductions 101-163		(580)
Sequester 101-239		(388)
Emergency Drug Funding 101-164		(121)
Budget Base, 1990	657	27,059*
Proposed Changes for FY 1991		
Mandatory Pay and Related Costs		3,678
Price Level Changes		
Program Type Changes		
Legislation		
Workload		
Total Proposed Changes	0	3,678
FY 1991 Budget Request	657	30,737**

* Includes contingency of $20,000 which may only be expended subject to the approval of the Committees on Appropriations of the House and Senate

** Includes overtime currently estimated at $1,150,000 and employee benefits at $5,542,000.

Schedule D2 (Salaries) - SENATE

U.S. CAPITOL POLICE

Summary of Agency Request
FY 1991 Budget Request

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1990	689	28,105
Minus: Sequester 101-239		(387)
Emergency Drug Funding 101-164		(121)
Budget Base, 1990 (est.)	689	27,597
Proposed Changes for FY 1991		
Mandatory Pay and Related Costs		3,428
Price Level Changes		
Program Type Changes		
Legislation		
Workload	2	50
Total Proposed Changes	2	3,478
FY 1991 Budget Request	691	31,075*

* Includes overtime currently estimated at $1,150,000 and employee benefits at $5,604,000.

Schedule D (General Expenses) JOINT

U.S. CAPITOL POLICE

Summary of Agency Request
FY 1991 Budget Request

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1990		1,884
Minus: Emergency Drug Funding 101-164		(8)
Budget Base, 1990		1,876
Proposed Changes for FY 1991		
Mandatory Pay and Related Costs		80
Price Level Changes		
Program Type Changes		
Legislation		
Workload		116
Total Proposed Changes		196
FY 1991 Budget Request		2,072

U.S. CAPITOL POLICE - JOINT PERSONNEL SUMMARY REVISED

	1989 Actual	1990 Recommended	1991 Estimate
	$52,922,000	$54,656,000*	$61,812,000**
Chief	1	1	1
Assistant Chief	1	1	1
Deputy Chief	2	2	2
Inspector	9	9	9
Captain	14	15	15
Lieutenant	37	37	37
Sergeant	128	131	131
Special Technicians	11	10	10
Detective	57	62	62
Technician/K-9	65	67	67
Private First Class	759	757	859
Private	179	173	73
Non-Sworn Personnel	77	81	81
Average Salary	$32,000	$33,000	$38,000
Number of Positions	1340	1346	1348
Positions Authorized	1340	1346***	1348

* Includes overtime currently estimated at $2,134,000, employee benefits at $9,746,000, and contingency of $20,000 which may only be expended subject to the approval of the Committees on Appropriations of the House and Senate.

** Includes overtime currently estimated at $2,300,000 and employee benefits at $11,146,000.

*** Includes 5 additional positions authorized by H. Res. 294 on November 17, 1989.

U.S. CAPITOL POLICE DEFINITIONS OF OBJECT CLASSIFICATIONS
FISCAL YEAR 1991
TO ACCOMPANY SCHEDULE A - HOUSE

11 PERSONNEL COMPENSATION:

Funding for estimated personnel costs, which includes costs associated with the annualization of the COLA, longevity increases, overtime and projected compressed pay scale.

12 PERSONNEL BENEFITS:

-- CONTINGENCY:

Funding available for reprogramming upon the approval of the Committees on Appropriations of the House and Senate.

CAPITOL POLICE HOUSE

Schedule A -- HOUSE

1/16/90

U.S. CAPITOL POLICE
BY APPROPRIATION AND OBJECT CLASS

CATEGORIES	FY 89 ACTUAL STAFF	FY 89 ACTUAL DOLLARS ($000)	FY 90 RECOMMENDED STAFF	FY 90 RECOMMENDED DOLLARS ($000)	FY 91 ESTIMATE STAFF	FY 91 ESTIMATE DOLLARS ($000)	NET CHANGE 90/91 STAFF	NET CHANGE 90/91 DOLLARS ($000)
1. Breakdown by Appropriation:								
U.S. CAPITOL POLICE	652	25,673	657	27,059	657	30,737		3,678
Salaries		25,673		27,039		30,737		3,698
Contingency*				20				(20)
2. Breakdown by Object Class:								
11 Personnel Compensation		21,573		22,333		25,195		2,862
12 Personnel Benefits		4,100		4,726		5,542		816
TOTAL	652	25,673	657	27,059	657	30,737		3,678

* Funding available for reprogramming upon approval of the Committees on Appropriations of the House and Senate

Schedule C - HOUSE

U.S. CAPITOL POLICE

Detailed Analysis of Change by Organization

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1990	657	28,148
Minus:		
Other Reductions 101-163		(580)
Sequester 101-239		(388)
Emergency Drug Funding 101-164		(121)
Budget Base, 1990	657	27,059

I. Adjustments to Base	1991 Request	
	Staff	Amount ($000)
A. Mandatory Pay and Related Costs		3,678
1. Annualization of FY 90 COLA		843
2. Longevity Increases		197
3. Federal Employees Retirement System (FERS), CSRS & Health Benefits		816
4. Pay Scale Adjustment		944
5. Overtime		46
6. Projected FY 91 COLA		323
7. Restoration of FY 90 Reductions		509
II. Net Increase/Decrease Requested	0	3,678
III. Total Appropriation Request, 1991	657	30,737

U.S. CAPITOL POLICE EXPLANATION OF CHANGE
FISCAL YEAR 1991
TO ACCOMPANY SCHEDULE C - HOUSE

I. ADJUSTMENTS TO BASE

A. **Mandatory Pay and Related Costs -- $3,678,000**

1. Annualization of FY 90 COLA -- $843,000
Annualized 3.6% COLA for FY 90 positions.

2. Longevity Increases -- $197,000
Increase represents scheduled longevity pay increases. The Capitol Police proposed salary schedule includes longevity step increases of approximately $774 for each step. Longevity increases are awarded to employees each year for the first ten years, and every other year thereafter, until they reach 14 years of service.

3. Retirement System & Health Benefits -- $816,000
This represents agency contributions.

4. Pay Scale Adjustment -- $944,000
Increase represents the compressed pay step schedule from sixteen step - twenty-six year scale, to a twelve step - fourteen year schedule.

5. Overtime -- $46,000
Increase represents the additional cost associated with 3.6% COLA and the compressed pay step system.

6. Projected FY 91 COLA -- $323,000
Represents 1.3 % COLA (50% of the projected 3.5% FY 91 COLA for 9 months)

7. Restoration of FY 90 Reductions -- $509,000
Represents $388,000 sequestered as a result of 101-239 and $121,000 reduction for Emergency Drug Funding 101-164.

Schedule D (Salaries) - HOUSE

U.S. CAPITOL POLICE

Summary of Agency Request
FY 1991 Budget Request

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1990	657	28,148
Minus: Other Reductions 101-163		(580)
Sequester 101-239		(388)
Emergency Drug Funding 101-164		(121)
Budget Base, 1990	657	27,059
Proposed Changes for FY 1991		
Mandatory Pay and Related Costs		3,678
Price Level Changes		
Program Type Changes		
Legislation		
Workload		
Total Proposed Changes	0	3,678
FY 1991 Budget Request	657	30,737*

* Includes overtime currently estimated at $1,150,000 and employee benefits at $5,542,000.

U.S. CAPITOL POLICE - HOUSE PERSONNEL SUMMARY

	1989 Actual	1990 Recommended	1991 Estimate
	$25,673,000	$27,059,000*	$30,737,000**
Chief	1	1	1
Deputy Chief	2	2	2
Inspector	4	4	4
Captain	7	8	8
Lieutenant	20	20	20
Sergeant	65	68	68
Special Technicians	7	4	4
Detective	21	27	27
K-9/Technician	31	31	31
Private First Class	398	399	444
Private	96	93	48
Average Salary			
Number of Positions	652	657	657
Positions Authorized	652	657***	657

* Includes overtime currently estimated at $1,104,000, employee benefits at $4,726,000, and $20,000 contingency which may only be expended subject to the approval of the Committees on Appropriations of the House and Senate.

** Includes overtime currently estimates at $1,150,000 and employee benefits at $5,542,000.

*** Includes 5 additional positions authorized by H. Res. 294 on November 17, 1989.

U.S. CAPITOL POLICE DEFINITIONS OF OBJECT CLASSIFICATIONS
FISCAL YEAR 1991
TO ACCOMPANY SCHEDULE A - SENATE

11 PERSONNEL COMPENSATION:

Funding for estimated personnel costs, which includes costs associated with the annualization of the COLA, longevity increases, overtime and projected compressed pay scale.

12 PERSONNEL BENEFITS:

Schedule B - HOUSE

U.S. CAPITOL POLICE
ANALYSIS OF CHANGE TO BUDGET BASE
BY ORGANIZATION AND OBJECT CLASS

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC			
	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)
1. Breakdown by Organization:												
U.S. CAPITOL POLICE												
2. Breakdown by Object Class:												
11 Personnel Compensation		2,862										2,862
12 Personnel Benefits		816										816
13 Benefits/Former Personnel												
TOTAL		3,678										3,678

CAPITOL POLICE SENATE

Schedule A -- SENATE 1/4/90

U.S. CAPITOL POLICE
BY APPROPRIATION AND OBJECT CLASS

CATEGORIES	FY 89 ACTUAL STAFF	FY 89 ACTUAL DOLLARS ($000)	FY 90 ESTIMATE STAFF	FY 90 ESTIMATE DOLLARS ($000)	FY 91 ESTIMATE STAFF	FY 91 ESTIMATE DOLLARS ($000)	NET CHANGE 90/91 STAFF	NET CHANGE 90/91 DOLLARS ($000)
1. Breakdown by Appropriation:								
U.S. CAPITOL POLICE	688	27,249	689	27,597	691	31,075	2	3,478
Salaries		27,249		27,597		31,075		3,478
2. Breakdown by Object Class:								
11 Personnel Compensation		21,799		22,577		25,471		2,894
12 Personnel Benefits		5,450		5,020		5,604		584
21 Transportation of Persons								
22 Transportation of Things								
23 Rent, Comm., & Utilities								
25 Other Services								
26 Supplies & Materials								
31 Capital Assets								
TOTAL	688	27,249	689	27,597	691	31,075	2	3,478

Schedule B - SENATE

U.S. CAPITOL POLICE
ANALYSIS OF CHANGE TO BUDGET BASE
BY ORGANIZATION AND OBJECT CLASS

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC			
	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)
1. Breakdown by Organization:												
U.S. CAPITOL POLICE												
2. Breakdown by Object Class:												
11 Personnel Compensation		2,844					2	50			2	2,894
12 Personnel Benefits		584										584
13 Benefits/former Personnel												
21 Transportation of Persons												
22 Transportation of Things												
23 Rent Comm., & Utilities												
25 Other Services												
26 Supplies & Materials												
31 Capital Assets												
TOTAL		3,428					2	50			2	3,478

Schedule C - SENATE

U.S. CAPITOL POLICE

Detailed Analysis of Change by Organization

	Calculation of Base Staff	Amount ($000)
Appropriation, 1990	689	28,105
Minus: Sequester 99-177/H.R.3299		(387)
Emergency Drug Funding 101-164		(121)
Budget Base, 1990	689	27,597

I. Adjustments to Base	1991 Request Staff	Amount ($000)
A. Mandatory Pay and Related Costs		3,428
1. Annualization of FY90 COLA		832
2. Longevity Increases		253
3. Federal Employees Retirement System (FERS), CSRS & Health Benefits		584
4. Pay Scale Adjustment		769
5. Overtime		120
6. Projected FY 91 COLA		327
7. Restoration of FY 90 Reductions		508
8. Annualization of FY 90 Position		35
B. Price Level Changes		
1. Transportation of Persons Increase of 4%		
2. Rent, Comm., & Utilities Increase of 4%		
3. Other Services - Tuition Increase of 4%		
4. Supplies & Materials - Increase of 4%		
5. Capital Assets - Equipment Increase of 4%		

Schedule C (continued) -2-

U.S. CAPITOL POLICE

Detailed Analysis of Change by Organization

I. Adjustments to Base (continued)	1991 Request Staff	1991 Request Amount ($000)
C. Program Type Changes		
1. Legislation		
2. Workload	2	50
a. Increase in Transportation of Persons Costs		
b. Increase in Transportation of Things Costs		
c. Increase in Rent, Comm. & Utility		
d. Increase in Other Services Cost		
e. Increase in Uniform Quantity Cost		
f. Increase in Capital Assets Equipment		
g. Funding for 3 Positions	2	50
II. Net Increase/Decrease Requested	2	3,478
III. Total Appropriation Request, 1991	691	31,075

U.S. CAPITOL POLICE EXPLANATION OF CHANGE
FISCAL YEAR 1991
TO ACCOMPANY SCHEDULE C - SENATE

I. ADJUSTMENTS TO BASE

A. Mandatory Pay and Related Costs -- $3,428,000

1. Annualization of FY 90 COLA -- $832,000
Annualized 3.6% COLA for FY 90 positions

2. Longevity Increases -- $253,000
Increase represents scheduled longevity pay increases. The Capitol Police proposed salary schedule includes longevity step increases of approximately $774 for each step. Longevity increases are awarded to employees each year for the first ten years, and every other year thereafter, until they reach 14 years of service.

3. Retirement System & Health Benefits -- $584,000
This represents agency contributions.

4. Pay Scale Adjustment -- $769,000
Increase represents the compressed pay step schedule from sixteen step - twenty-six year scale, to a twelve step - fourteen year schedule.

5. Overtime -- $120,000
Increase represents the additional cost associated with the 3.6% COLA and the compressed pay step system.

6. Projected FY 91 COLA -- $327,000
Represents 1.3 % COLA (50% of the projected 3.5% FY 91 COLA for 9 months)

7. Restoration of FY 90 Reductions -- $508,000
Represents $387,000 sequestered as a result of 101-239 and $121,000 reduction for Emergency Drug Funding 101-164.

8. Annualization of Fy 90 Position -- $35,000
Increase represents the additional cost associated with the civilian position of Physical Fitness Director approved in FY 90 but not funded.

C. Program Type Changes

1. Legislation

2. Workload -- $50,000
g. Funding for 2 Positions -- $50,000
Restoring two (2) private positions reduced in FY 90 to create 2 civilian positions (Computer Programmer & Procurement Clerk).

Schedule D (Salaries) - SENATE

U.S. CAPITOL POLICE

Summary of Agency Request
FY 1991 Budget Request

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1990	689	28,105
Minus: Sequester 101-239		(387)
Emergency Drug Funding 101-164		(121)
Budget Base, 1990 (est.)	689	27,587
Proposed Changes for FY 1991		
Mandatory Pay and Related Costs		3,428
Price Level Changes		
Program Type Changes		
Legislation		
Workload	2	50
Total Proposed Changes	2	3,478
FY 1991 Budget Request	691	31,075*

* Includes overtime currently estimated at $1,150,000 and employee benefits at $5,604,000.

U.S. CAPITOL POLICE - SENATE PERSONNEL SUMMARY

	1989 Actual	1990 Recommened	1991 Estimate
	$27,249,000	$27,597,000*	$31,075,000**
Assitant Chief.....	1	1	1
Deputy Chief.....	0	0	0
Inspector.....	5	5	5
Captain.....	7	7	7
Lieutenant.....	17	17	17
Sergeant.....	63	63	63
Special Technicians.	4	6	6
Detective.....	36	35	35
Technician/K-9.....	34	36	36
Private First Class.	361	358	415
Private.....	83	80	25
Non-Sworn Personnel.	77	81	81
Average Salary.....			
Number of Positions.	688	689	691
Positions Authorized	688	689	691

* Includes overtime currently estimated at $1,030,000 and employee benefits at $5,020,000.

** Includes overtime currently estimated at $1,150,000 and employee benefits at $5,604,000.

U.S. CAPITOL POLICE DEFINITIONS OF OBJECT CLASSIFICATIONS
FISCAL YEAR 1991
TO ACCOMPANY SCHEDULE A - GENERAL EXPENSES

21 TRANSPORTATION OF PERSONS:

This object class includes airfare, car rental, mileage, tolls, per diem, and other expenses incidental to official travel by members of the Department. These travel expenses are related to protective details, transporting officers to the Federal Law Enforcement Training Center (FLETC) for recruit and other specialized training, developmental training that is not held at FLETC or in the D.C. area and other travel related to official business (e.g. investigations, ceremonial functions, competitions, etc.)

22 TRANSPORTATION OF THINGS:

This object class includes freight costs incurred when parts, uniforms, or materials must be sent to another location (e.g., our liaison office at the Federal Law Enforcement Training Center), when equipment is shipped to a repair facility, when items of evidence must be sent to another site for analysis or investigation, when an officer permanently assigned at the Federal Law Enforcement Training Center must be reassigned to Washington, etc.. Funds contained in this object class cover any transportation costs except regular mail service (contained in Rent, Communications, and Utilities,) and travel and per diem costs (contained in the object class Transportation of Persons).

23 RENT, COMMUNICATIONS AND UTILITIES:

This object class provides funds for the lease and rental of equipment and services such as law enforcement computer files, automated research services, and photocopying machines. It also includes funds for U.S. postage, and commercial long distance telephone service.

25 OTHER SERVICES:

This object class includes all services not specifically covered by any of the other object classes. It encompasses such things as repairs and alterations to equipment, maintenance contracts, tuition and registration fees for training programs, conferences, seminars, etc., uniform maintenance and alterations (including laundry and dry cleaning), and professional services such as veterinary care, psychological evaluation, employee assistance program, drug screening, promotional assessment, awards program, etc.

26 SUPPLIES AND MATERIALS:

This object class includes charges for commodities, whether acquired by formal contract or other form of purchase, that are ordinarily consumed or expended within one year after they are put into use. It contains items such as weapon parts and accessories, communications supplies, automotive maintenance supplies, fuel, oil, repair parts, photographic supplies, training supplies, electronic supplies, printing supplies, office supplies, K-9 supplies, publications, uniforms and accessories, ammunition and explosives, and miscellaneous supplies.

31 CAPITAL ASSETS:

This object class provides for the purchase of property that has a normal life expectancy of a year or more after being put into use, without material impairment of its physical condition. Included in this object class are weapons, motor vehicles, radio transceivers, photographic equipment, automotive maintenance equipment, electronic equipment, printing equipment, office equipment, etc.

Schedule C - GENERAL EXPENSES

U.S. CAPITOL POLICE

Detailed Analysis of Change by Organization

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1990		1,884
Minus: Emergency Drug Funding 101-164		(8)
Budget Base, 1990		1,876
A. Mandatory Pay & Related Costs		0
B. Price Level Changes		80
1. Transportation of Persons Increase of 4%		9
2. Rent, Comm., & Utilities Increase of 4%		5
3. Other Services - Tuition Increase of 4%		13
4. Supplies & Materials - Increase of 4%		36
5. Capital Assets - Equipment Increase of 4%		17
C. Program Type Changes		
1. Legislation		0
2. Workload	0	116
a. Increase in Transportation of Persons Costs		33
b. Increase in Transportation of Things Costs		1
c. Increase in Rent, Comm. & Utility		7
d. Increase in Other Services Cost		20
e. Increase in Uniform Quantity Cost		9
f. Increase in Capital Assets Equipment		46
II. Net Increase/Decrease Requested	0	196
III. Total Appropriation Request, 1991		2,072

Schedule A -- GENERAL EXPENSES

1/16/90

U.S. CAPITOL POLICE
BY APPROPRIATION AND OBJECT CLASS

CATEGORIES	FY 89 ACTUAL STAFF	FY 89 ACTUAL DOLLARS ($000)	FY 90 RECOMMENDED STAFF	FY 90 RECOMMENDED DOLLARS ($000)	FY 91 ESTIMATE STAFF	FY 91 ESTIMATE DOLLARS ($000)	NET CHANGE 90/91 STAFF	NET CHANGE 90/91 DOLLARS ($000)
1. Breakdown by Appropriation:								
U.S. CAPITOL POLICE		1,887		1,876		2,072		196
General Expenses		1,887		1,876		2,072		196
2. Breakdown by Object Class:								
21 Transportation of Persons		173		174		216		42
22 Transportation of Things		11		10		11		1
23 Rent, Comm., & Utilities		97		103		115		12
25 Other Services		317		303		336		33
26 Supplies & Materials		861		866		911		45
31 Capital Assets		428		420		483		63
TOTAL		1,887		1,876		2,072		196

Schedule B - GENERAL EXPENSES

U.S. CAPITOL POLICE
ANALYSIS OF CHANGE TO BUDGET BASE
BY ORGANIZATION AND OBJECT CLASS

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC			
	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)	STAFF	DOLLAR ($000)
1. Breakdown by Organization:												
U.S. CAPITOL POLICE												
2. Breakdown by Object Class:												
21 Transportation of Persons				9				33				42
22 Transportation of Things				0				1				1
23 Rent, Comm., & Utilities				5				7				12
25 Other Services				13				20				33
26 Supplies & Materials				36				9				45
31 Capital Assets				17				46				63
TOTAL				80				116				196

U.S. CAPITOL POLICE EXPLANATION OF CHANGE
FISCAL YEAR 1991
TO ACCOMPANY SCHEDULE C - GENERAL EXPENSES

I. ADJUSTMENTS TO BASE

A. Mandatory Pay and Related Costs -- $0

B. Price Level Changes -- $80,000

1. Transportation of Persons -- 4% -- $9,000
Increase associated with estimated inflationary type price changes for travel and transportation.

2. Rent, Comm., & Utilities -- 4% --$5,000
Increase associated with estimated inflationary type price changes for rent, communications and utilities.

3. Other Services -- Tuition -- 4% -- $13,000
Increase associated with estimated inflationary type price changes for contractual services, and other services associated with training.

4. Supplies and Materials -- 4% -- $36,000
Increase associated with estimated inflationary type price changes for supplies and materials.

5. Capital Assets -- Equipment - 4% -- $17,000
Increase associated with estimated inflationary type price changes for equipment.

C. Program Type Changes

1. Legislation

2. Workload -- $116,000
a. Transportation of Persons -- $33,000
Travel required for protection of Members of Congress has consistently increased from year to year. Also as a result of travel associated with increased developmental training and FLETC travel.

b. Transportation of Things -- $1,000
Freight costs incurred when parts, uniforms, or materials must be sent to another location, when equipment is shipped to a repair facility, when items of evidence must be sent to another site for analysis or investigation, and when an officer permanently assigned at the Federal Law Enforcement Center must be reassigned to Washington, D.C.

c. Rent, Comm., & Utility -- $7,000
To meet the cost associated with the additional Lexis/Nexis Data System and with the IBM lease and maintenance contract for the equipment and access to the computerized communications network.

d. Other Services -- $20,000
Cost associated with the veterinarian contract, promotional process, and repairs and maintenance to specialized equipment.

e. Uniform Quantity Cost -- $9,000
Cost associated with additional uniforms and equipment and restoration of funds reduced as a result of Emergency Drug Funding 101-164.

f. Capital Assets -- Equipment -- $46,000
Cost associated with vehicle replacement, video recording equipment and weapons.

Schedule D (General Expenses)

U.S. CAPITOL POLICE

Summary of Agency Request
FY 1991 Budget Request

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1990		1,884
Minus: Emergency Drug Funding 101-164		(8)
Budget Base, 1990		1,876
Proposed Changes for FY 1991		
Mandatory Pay and Related Costs		80
Price Level Changes		
Program Type Changes		
Legislation		116
Workload		
Total Proposed Changes		196
FY 1991 Budget Request		2,072

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION CAPITOL POLICE- SALARIES (HOUSE DETAIL)		
	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990	657	$28,148
LESS: SEQUESTRATION		-$388
LESS: EMERGENCY DRUG FUNDING		-$121
LESS: OTHER REDUCTION		-$580
BUDGET BASE, 1990	657	$27,059
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		$3,678
1. ANNUALIZATION OF PAY RAISE		$1,166
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		$197
4. RESTORATION OF REDUCTIONS		$509
5. OVERTIME PAY		$46
6. PAY SCALE ADJUSTMENTS		$944
7. PERSONNEL BENEFITS		$816
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$3,678
III. TOTAL APPROPRIATION REQUEST, 1991	657	$30,737

Schedule A

HOUSE OF REPRESENTATIVES
CAPITOL POLICE SALARIES- HOUSE
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	652	$21,573	657	$22,333	657	$25,195		$2,862
12 Personnel Benefits		$4,100		$4,726		$5,542		$816
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	652	$25,673	657	$27,059	657	$30,737		$3,678

Schedule B

HOUSE OF REPRESENTATIVES
CAPITOL POLICE- HOUSE
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..			
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$2,862										$2,862
12 Personnel Benefits		$816										$816
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$3,678										$3,678

Schedule A

HOUSE OF REPRESENTATIVES
CAPITOL POLICE SALARIES- SENATE
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	688	$21,799	689	$22,577	691	$25,471	2	$2,894
12 Personnel Benefits		$5,450		$5,020		$5,604		$584
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	688	$27,249	689	$27,597	691	$31,075	2	$3,478

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
CAPITOL POLICE- SALARIES (SENATE DETAIL)

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990	689	$28,105
LESS: SEQUESTRATION		-$387
LESS: EMERGENCY DRUG FUNDING		-$121
BUDGET BASE, 1990	689	$27,597
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		$3,428
1. ANNUALIZATION OF PAY RAISE		$1,194
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		$253
4. RESTORATION OF REDUCTIONS		$508
5. OVERTIME PAY		$120
6. PAY SCALE ADJUSTMENTS		$769
7. PERSONNEL BENEFITS		$584
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES	2	$50
1. LEGISLATION		
2. WORKLOAD	2	$50
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES	2	$50
f. OTHER SERVICES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED	2	$3,478
III. TOTAL APPROPRIATION REQUEST, 1991	691	$31,075

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION CAPITOL POLICE- SALARIES (TOTAL)		
	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990	1,346	$56,253
		-$775
LESS: SEQUESTRATION		-$242
		-$580
BUDGET BASE, 1990	1,346	$54,656
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		$7,106
1. ANNUALIZATION OF PAY RAISE		$2,360
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		$450
4. RESTORATION OF REDUCTIONS		$1,017
5. OVERTIME PAY		$166
6. PAY SCALE ADJUSTMENTS		$1,713
7. PERSONNEL BENEFITS		$1,400
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES	2	-$50
1. LEGISLATION		
2. WORKLOAD	2	-$50
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES	2	$50
f. OTHER SERVICES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED	2	$7,156
III. TOTAL APPROPRIATION REQUEST, 1991	1348	$61,812

Schedule B

HOUSE OF REPRESENTATIVES
CAPITOL POLICE- SENATE
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..			
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$2,844					2	$50			2	$2,894
12 Personnel Benefits		$584										$584
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$3,428					2	$50			2	$3,478

Schedule A

HOUSE OF REPRESENTATIVES
TOTAL CAPITOL POLICE SALARIES
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	1,340	$43,372	1,346	$44,910	1,348	$50,666	2	$5,756
12 Personnel Benefits		$9,550		$9,746		$11,146		$1,400
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	1,340	$52,922	1,346	$54,656	1,348	$61,812	2	$7,156

Schedule B

HOUSE OF REPRESENTATIVES
TOTAL CAPITOL POLICE
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$5,706					2	$50			2	$5,756
12 Personnel Benefits		$1,400										$1,400
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$7,106					2	$50			2	$7,156

Schedule A

HOUSE OF REPRESENTATIVES
CAPITOL POLICE GENERAL EXPENSES
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation								
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel		$173		$174		$216		$42
22 Transportation of Things		$11		$10		$11		$1
23 Rent, Communications, Utilities		$97		$103		$115		$12
24 Printing and Reproduction								
25 Other Services		$317		$303		$336		$33
26 Supplies and Materials		$861		$866		$911		$45
31 Equipment		$428		$420		$483		$63
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total		$1,887		$1,876		$2,072		$196

Schedule B

HOUSE OF REPRESENTATIVES
CAPITOL POLICE- GENERAL EXPENSES
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	PROGRAM TYPE CHANGES											
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation												
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel				$9				$33				$42
22 Transportation of Things								$1				$1
23 Rent, Communications and Utilities				$5				$7				$12
24 Printing and Reproduction												
25 Other Services				$13				$20				$33
26 Supplies and Materials				$36				$9				$45
31 Capital Assets				$17				$46				$63
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total				$80				$116				$196

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
CAPITOL POLICE- GENERAL EXPENSES

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990		$1,884
LESS: EMERGENCY DRUG FUNDING		-$8
BUDGET BASE, 1990		$1,876
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		
1. ANNUALIZATION OF PAY RAISE		
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		$80
1. TRAVEL		$9
2. RENT, COMMUNICATIONS		$5
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		$13
5. SUPPLIES AND MATERIALS		$36
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. CAPITAL ASSETS		$17
C. PROGRAM TYPE CHANGES		$116
1. LEGISLATION		
2. WORKLOAD		$70
a. TRAVEL		$34
b. RENT, COMMUNICATIONS		$7
c. SUPPLIES		$9
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		$20
3. EQUIPMENT, MAINT, REPAIRS, ETC.		$46
a. REPLACEMENT AND UPGRADE		$46
II. NET INCREASE/DECREASE REQUESTED		$196
III. TOTAL APPROPRIATION REQUEST, 1991		$2,072

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICIAL MAIL COSTS- HOUSE	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990		$44,530
LESS: SEQUESTRATION		-$347
LESS: EMERGENCY DRUG FUNDING		-$191
BUDGET BASE, 1990		$43,992
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		
1. ANNUALIZATION OF PAY RAISE		
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$14,992
1. LEGISLATION		
2. WORKLOAD		$14,992
a. TRAVEL		
b. RENT, COMMUNICATIONS		$14,069
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF REDUCTIONS		$923
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$14,992
III. TOTAL APPROPRIATION REQUEST, 1991		$58,984

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICIAL MAIL COSTS- EXPENSES		
	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990		$31,721
LESS: SEQUESTRATION		-$248
LESS: EMERGENY DRUG FUNDING		-$137
BUDGET BASE, 1990		$31,336
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		
1. ANNUALIZATION OF PAY RAISE		
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		-$31,336
1. LEGISLATION		
2. WORKLOAD		-$31,336
a. TRAVEL		
b. RENT, COMMUNICATIONS		-$31,336
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF REDUCTIONS		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		-$31,336
III. TOTAL APPROPRIATION REQUEST, 1991		

Schedule A

HOUSE OF REPRESENTATIVES
OFFICIAL MAIL COSTS- HOUSE
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation								
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities		$57,221		$43,992		$58,984		$14,992
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total		$57,221		$43,992		$58,984		$14,992

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Schedule B

HOUSE OF REPRESENTATIVES
OFFICIAL MAIL COST- HOUSE
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES											
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation												
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities								$14,992				$14,992
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total								$14,992				$14,992

Schedule A

HOUSE OF REPRESENTATIVES
OFFICIAL MAIL COSTS- EXPENSES
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation								
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities				$31,336				-$31,336
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total				$31,336				-$31,336

Schedule B

HOUSE OF REPRESENTATIVES
OFFICIAL MAIL COST- EXPENSES
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.,			
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation												
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction								-$31,336				-$31,336
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total								-$31,336				-$31,336

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
OFFICIAL MAIL COSTS- SENATE

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990		$23,978
LESS: SEQUESTRATION		-$187
LESS: EMERGENY DRUG FUNDING		-$103
BUDGET BASE, 1990		$23,688
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		
1. ANNUALIZATION OF PAY RAISE		
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		$11,812
1. LEGISLATION		
2. WORKLOAD		$11,812
a. TRAVEL		
b. RENT, COMMUNICATIONS		$11,522
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF REDUCTIONS		$290
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$11,812
III. TOTAL APPROPRIATION REQUEST, 1991		$35,500

Explanation of Changes Shown on Schedule C

OFFICIAL MAIL COSTS-HOUSE

Program Changes
Workload

Decrease is the net of an increase in the amount of official mail anticipated in 1991 less the $31 million special funding of 1989 mail costs.

Restores funds not available due to sequestration.

Schedule A

HOUSE OF REPRESENTATIVES
OFFICIAL MAIL COSTS- SENATE
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation								
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities		$32,284		$23,688		$35,500		$11,812
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total		$32,284		$23,688		$35,500		$11,812

Schedule B

HOUSE OF REPRESENTATIVES
OFFICIAL MAIL COST- SENATE
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..			
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation												
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities								$11,812				$11,812
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total								$11,812				$11,812

Explanation of Changes Shown on Schedule C

OFFICIAL MAIL COSTS-SENATE

Program Changes
Workload

The Unites States Postal Service is estimating Senate mail costs for FY 91 at $26,989,000. The Senate Rules Committee h disagrees and is estimating Senate FY 91 requirements at $35,500,000, the amount in the FY 91 appropriation bill.

Schedule A

HOUSE OF REPRESENTATIVES
OFFICIAL MAIL COSTS- TOTAL
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation								
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities		$89,504		$99,016		$94,484		-$4,532
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total		$89,504		$99,016		$94,484		-$4,532

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
OFFICIAL MAIL COSTS-TOTAL

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990		$100,229
LESS: SEQUESTRATION		-$782
LESS: EMERGENY DRUG FUNDING		-$431
BUDGET BASE, 1990		$99,016
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		
1. ANNUALIZATION OF PAY RAISE		
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		-$4,532
1. LEGISLATION		
2. WORKLOAD		-$4,532
a. TRAVEL		
b. RENT, COMMUNICATIONS		-$5,745
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION & EMERGENCY DRUG FUNDING		$1,213
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		-$4,532
III. TOTAL APPROPRIATION REQUEST, 1991		$94,484

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION CAPITOL GUIDE SERVICE		
	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990	45	$1,345
LESS: SEQUESTRATION		-$18
LESS: EMERGENCY DRUG FUNDING		-$6
BUDGET BASE, 1990	45	$1,321
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		$174
1. ANNUALIZATION OF PAY RAISE		$20
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		$83
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		$71
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		-$5
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION & EMERGENCY DRUG FUNDING		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		-$5
a. REPLACEMENT AND UPGRADE		-$5
II. NET INCREASE/DECREASE REQUESTED		$169
III. TOTAL APPROPRIATION REQUEST, 1991	45	$1,490

Schedule B

HOUSE OF REPRESENTATIVES
OFFICIAL MAIL COST-TOTAL
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..			
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation												
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities								-$4,532				-$4,532
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total								-$4,532				-$4,532

Schedule A

HOUSE OF REPRESENTATIVES
CAPITOL GUIDE SERVICE
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation	45	$1,025	45	$1,067	45	$1,170		$103
12 Personnel Benefits		$184		$239		$310		$71
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment		$11		$15		$10		-$5
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total	45	$1,220	45	$1,321	45	$1,490		$169

Schedule B

CAPITOL GUIDE SERVICE
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..			
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$103										$103
12 Personnel Benefits		$71										$71
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials										-$5		-$5
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$174								-5000		$169

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION SPECIAL SERVICES OFFICE		
	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990	6	$237
LESS: EMERGENCY DRUG FUNDING		-$1
BUDGET BASE, 1990	6	$236
I. ADJUSTMENTS TO BASE	1991 REQUEST	
A. MANDATORY CHANGES		$18
1. ANNUALIZATION OF PAY RAISE		$15
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		$3
B. PRICE LEVEL CHANGES		$1
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		$1
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION & EMERGENCY DRUG FUNDING		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		$19
III. TOTAL APPROPRIATION REQUEST, 1991	6	$255

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES
DETAILED ANALYSIS OF CHANGE BY ORGANIZATION
STATEMENTS OF APPROPRIATIONS

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
APPROPRIATION, 1990		$20
BUDGET BASE, 1990		$20
A. MANDATORY CHANGES		
1. ANNUALIZATION OF PAY RAISE		
2. FULL STAFF FUNDING		
3. MERITORIOUS/LONGEVITY INCREASE		
4. TEMPORARY POSITIONS		
5. OVERTIME PAY		
6. RECLASSIFICATIONS		
7. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. STAFF LEVEL CHANGES		
f. OTHER SERVICES		
g. RESTORATION OF SEQUESTRATION & EMERGENCY DRUG FUNDING		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		
III. TOTAL APPROPRIATION REQUEST, 1991		$20

Schedule A

SPECIAL SERVICES OFFICE
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation			6	$179	6	$194		$15
12 Personnel Benefits				$40		$43		$3
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services				$17		$18		$1
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total			6	$236	6	$255		$19

Schedule B

SPECIAL SERVICES OFFICE
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

Breakdown by Organization	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..			
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation		$15										$15
12 Personnel Benefits		$3										$3
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services				$1								$1
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		$18		$1								$19

Schedule A

HOUSE OF REPRESENTATIVES
STATEMENTS OF APPROPRIATIONS
BY OBJECT CLASS

	FY 1989 Actual		FY 1990 Estimate		FY 1991 Estimate		Net Change FY 91 vs. FY 90	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation								
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications, Utilities								
24 Printing and Reproduction								
25 Other Services				$20		$20		
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total				$20		$20		

Schedule B

HOUSE OF REPRESENTATIVES
STATEMENTS OF APPROPRIATIONS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES											
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation												
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total												

Office of Technology Assessment
U.S. Congress

Fiscal Year 1991
Justification of Estimates

NOT FOR DISTRIBUTION UNTIL AFTER HEARINGS ON LEGISLATIVE APPROPRIATIONS

Submitted to

Subcommittee on
Legislative Branch Appropriations

December 20, 1989

Office of Technology Assessment

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The Technology Assessment Board approves the release of this report. The views expressed in this report are not necessarily those of the Board, OTA Advisory Council, or individual members thereof.

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OFFICE OF TECHNOLOGY ASSESSMENT
FISCAL YEAR 1991 BUDGET IN BRIEF
TO THE
SUBCOMMITTEE ON LEGISLATIVE BRANCH APPROPRIATIONS

The funds requested represent the best estimate of the Technology Assessment Board of what is required to meet OTA's needs for the second session of the 101st Congress.

FY 91 Budget Request:	$20,710,000
Includes:	
$21,000 for the Prospective Payment Assessment Commission, authorized in 42 U.S.C. 1395ww	
$12,000 for the Physician Payment Review Commission, authorized in 42 U.S.C. 1395w-1	
$30,000 for Monitoring of Mandated Veterans Studies, authorized in P.L. 96-151, P.L. 98-160, and P.L. 99-272	
FY 90 Budget Request: $19,655,000	
FY 90 Appropriation:	$18,900,000
Reduced by Drug Initiative P.L. 101-164	(81,000)
Reduced by G-R-H Sequestration P.L. 99-177	(248,000)
FY 90 Budget Base:	$18,571,000
ESTIMATED INCREASE IN FY 91 REQUEST OVER FY 90 BUDGET BASE:	$ 2,139,000

Salaries and Expenses

For salaries and expenses necessary to carry out the provisions of the Technology Assessment Act of 1972 (Public Law 92-484), including official representation and reception expenses (not to exceed [$2,000] $3,500 from the Trust Fund) to be expended on certification of the Director of the Office of Technology Assessment, expenses incurred in administering an employee incentive awards program (not to exceed $1,800), rental of space in the District of Columbia, and those necessary to carry out the duties of the Director of the Office of Technology Assessment under 42 U.S.C. 1395ww, and 42 U.S.C. 1395w-1, [and Public Law 100-360,] [$18,900,000] $20,710,000: Provided, That none of the funds in this Act shall be available for salaries or expenses of any employee of the Office of Technology Assessment in excess of 143 staff employees: Provided further, That no part of this appropriation shall be available for assessments or activities not initiated and approved in accordance with section 3(d) of Public Law 92-484, except that funds shall be available for the assessment required by Public Law 96-151: Provided further, That none of the funds in this Act shall be available for salaries or expenses of employees of the Office of Technology Assessment in connection with any reimbursable study for which funds are provided from sources other than appropriations made under this Act, or be available for any other administrative expenses incurred by the Office of Technology Assessment in carrying out such a study.

OBLIGATION SUMMARY
OFFICE OF TECHNOLOGY ASSESSMENT

Salaries and Expenses

(Dollars in $000)	Fiscal Year 1990 *(Estimated)*	Fiscal Year 1991 *(Estimated)*	Estimated Change
Gross Appropriation	18,900		
Reduced by Drug Initiative	(81)		
Reduced by G-R-H	(248)		
Budget Base	18,571		
General and Administrative Fixed Costs	5,746	6,082	336
Planning	900	1,027	127
Testimony, Follow-on, Special Analyses	1,283	1,464	181
Prospective Payment Assessment Commission	21	21	0
Physican Payment Review Commission	11	12	1
Veterans Studies	26	30	4
Formal Assessments			
Continuation of Assessments Initiated in Prior Fiscal Years	8,254	9,439	1,185
New Assessments to be Initiated	2,330	2,635	305
Total Formal Assessments	10,584	12,074	1,490
Total	18,571	20,710	2,139

1. SCHEDULES A, B, AND C - AGENCY REQUEST AND ANALYSIS OF CHANGE

Schedule A

Office of Technology Assessment
Summary
By Organization and By Object Class

CATEGORIES	FY 89 ACTUAL STAFF	FY 89 ACTUAL DOLLARS ($000)	FY 90 ESTIMATE STAFF	FY 90 ESTIMATE DOLLARS ($000)	FY 91 ESTIMATE STAFF	FY 91 ESTIMATE DOLLARS ($000)	NET CHANGE 90/91 STAFF	NET CHANGE 90/91 DOLLARS ($000)
1. Breakdown by Organization:								
Energy, Materials, and International Security Division	36	3,973	36	4,275	36	4,876	0	601
Health and Life Sciences Division	36	4,032	36	4,275	36	4,876	0	601
Science, Information, and Natural Resources Division	36	4,188	36	4,275	36	4,876	0	601
General and Administration Division	35	5,698	35	5,746	35	6,082	0	336
Total	143	17,891	143	18,571	143	20,710	0	2,139
2. Breakdown by Object Class:								
11 Personnel Compensation		8,883		9,691		10,468		777
12 Personnel Benefits		1,653		1,738		1,902		164
13 Benefits to Former Personnel		28		28		35		7
21 Travel		312		343		361		18
22 Transportation of Things		78		82		86		4
23 Rent, Communication and Utilities		1,943		2,017		2,136		119
24 Printing and Reproduction		536		586		629		43
25 Other Services		3,508		3,287		4,258		971
26 Supplies and Materials		302		316		330		14
31 Equipment		648		483		505		22
32 Land and Structures		0		0		0		0
42 Insurance Claims and Indemnities		0		0		0		0
Total		17,891		18,571		20,710		2,139

Schedule B

Office of Technology Assessment
Analysis of Change to Budget Base
By Organization and by Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.			
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown By Organizations:												
Energy, Materials, and International Security Division	0	288	0	88	0	0	0	225	0	0	0	601
Health and Life Sciences Division	0	246	0	96	0	0	0	259	0	0	0	601
Science, Information, and Natural Resources Division	0	257	0	82	0	0	0	262	0	0	0	601
General and Administration Division	0	157	0	200	0	0	0	(21)	0	0	0	336
Total	0	948	0	466	0	0	0	725	0	0	0	2,139
2. Breakdown By Object Class:												
11 Personnel Compensation		777										777
12 Personnel Benefits		164										164
13 Benefits to Former Personnel		7										7
21 Travel				18								18
22 Transportation of Things				4								4
23 Rent, Communications and Utilities				113				6				119
24 Printing and Reproduction				43								43
25 Other Services				252				719				971
26 Supplies and Materials				14								14
31 Equipment				22								22
32 Land and Structures												0
42 Insurance Claims and Indemnities												0
Total		948		466		0		725		0		2,139

Schedule C

Office of Technology Assessment
Summary
Detailed Analysis of Changes

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1990	143	18,900
Minus: Drug Initiative P.L. 101-164	0	(81)
Minus: G-R-H Sequestration P.L. 99-177	0	(248)
Budget Base, 1990	143	18,571

	1991 Request	
	Staff	Amount ($000)
I. Adjustments to Base		
A. Mandatory Pay and Related Costs		948
1. Merit increases and promotions averaging 3.5%.		332
2. Corresponding 3.5% increase of benefits averaging 18%.		59
3. Miscellaneous benefit cost increases.		42
4. Annualization of FY '90 cost-of-living adjustment.		90
5. Additional claim for unemployment compensation.		7
6. Impact of congressional pay raise including benefits.		272
7. Estimated FY '91 cost-of-living adjustment.		146
B. Price Level Changes		466
1. Travel related inflation of 5.0%		18
2. Transportation services inflation of 4.6%		4
3. Building lease rate increase.		98
4. Copier service inflation of 4.6%		7
5. Telephone services inflation of 4.6%		7
6. Miscellaneous rent and communication inflation of 4.6%		1
7. Printing and supplies inflation of 7%		43
8. Facilities management wage determination and overhead costs.		42
9. Other services inflation.		210
10. Supplies and materials inflation of 4.6%		14
11. Equipment inflation of 4.6%		22
C. Program Type Changes		0
1. Legislation		725
2. Workload		746
a. Restoration of contracting services.		(30)
b. Non-recurring payroll conversion costs.		3
c. Increased payroll service agreement cost.		6
d. Increased Telenet service cost for payroll.		0
3. Equipment, Alterations, Maintenance, Repairs, Etc.		
II. Net Increase/Decrease Requested	0	2,139
III. Total Appropriation Request, 1991	143	20,710

2. EXPLANATION OF CHANGES SHOWN ON SCHEDULE C FOR THE OFFICE OF TECHNOLOGY ASSESSMENT

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C		
A. MANDATORY PAY AND RELATED COSTS	Staff	Amount ($000)
1. Merit increases and promotions averaging 3.5% agency-wide.		332
2. Corresponding 3.5% increase in benefits which average 18% agency-wide associated with merit increases and promotions.		59
3. Miscellaneous cost increases including the annualization of FY '90 health increases plus planned FY '90 increases.		42
4. Annualization of cost-of-living adjustment effective January 1990		90
5. Additional claim anticipated for unemployment compensation.		7
6. Impact of P.L. 101-194 on congressional pay and corresponding benefits.		272
7. Fifty percent of FY '91 cost-of-living adjustment effective January 1991 per OMB memorandum.		146
B. PRICE LEVEL CHANGES	Staff	Amount ($000)
1. Travel related inflation rates of 5.0% applied to FY '90 base due to expected rise in plane fares and car rental costs.		18
2. Transportation services inflation rate of 4.6% applied to FY '90 base.		4
3. Building lease escalation based on change in CPI-W for space, anticipated increases in taxes, and increases in operating costs due to union labor rate increases and planned building repairs.		98
4. Copier services inflation rate of 4.6% applied to FY '90 base.		7
5. Telephone services inflation rate of 4.6% applied to FY '90 base.		7
6. Miscellaneous rent and communication inflation rate of 4.6% applied to FY '90 base.		1
7. Printing and supplies inflation rate of 7% (according to GPO Circular Letter No. 307 (dated April 28, 1989) applied to FY '90 base.		43
8. Estimated facilities management wage determination increases (based on Service Contract Labor Standard Act) and merit increases, for an average of 7.1% applied to the FY '90 base.		42

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C		
9. Other services inflation rate of 4.6% applied to FY '90 base except for research contracts, for which 10% inflation rate was applied.		210
10. Supplies and materials inflation rate of 4.6% applied to FY '90 base.		14
11. Equipment (including furniture, permanent books, ADP equipment) inflation rate of 4.6% applied to FY '90 base.		22
C. PROGRAM TYPE CHANGES	Staff	Amount ($000)
1. Legislation		0
2. Workload		
2a. Restoration of contracting dollars to provide for additional contracts, increased contract competition, and expanded work statements across-the-board.		746
b. Non-recurring payroll/personnel conversion implementation costs.		(30)
c. Estimated increase for payroll/personnel service agreement cost.		3
d. Estimated increase for Telenet service for payroll/personnel system		6
3. Equipment, Alterations, Maintenance, Repairs, Etc.		0

3. SUMMARY OF AGENCY REQUEST

Schedule D

Office of Technology Assessment
Summary of Agency Request
FY 1991 Budget Request

	Calculation of Base	
	Staff	Amount
Gross Appropriation, 1990	143	18,900
Minus: Drug Initiative		(81)
Minus: G-R-H Sequestration		(248)
Budget Base, 1990		18,571
Proposed Changes for FY 1990		
Mandatory Pay and Related Cost	0	948
Price Level Changes	0	466
Program Type Changes		
Legislation	0	0
Workload	0	725
Equipment, Alterations, Maintenance, Repairs, Etc.	0	0
Total Proposed Changes	0	2,139
FY 1991 Budget Request	143	20,710

4. Overview of OTA's Role

The Berlin Wall has new doors to freedom; the Iron Curtain has been torn. Perestroika, glasnost, and solidarity are actions not images. These shifts in the political underpinnings of the East-European bloc suggest, to some theorists, the "end of history" and the beginning of an era of complacency. Without ideological conflict, they posit, we will be left with only technical problems that can be solved routinely and swiftly.

Can U.S. policy makers afford to be as sanguine, when changes in Eastern and Western Europe also create change in U.S. world position? One lesson we have surely learned in the past 2-4 decades is that the pace of technical change itself can create great social upheaval as well as great progress toward many social goals. Each technical solution to one problem also generates a new set of issues to be resolved. In other words, there's no free lunch. Advances in biotechnology, for instance, gave us marketable bovine growth hormone, but that, in turn, gave us consumer wariness and major impacts on the dairy industry. Congress is inescapably drawn into the process of developing a strategy to encourage innovation and maintain our competitive position while avoiding the possibility that we unfairly displace farmers or alarm consumers.

Triumphs in genetics, superconductors, and communications are not isolated events. The mix of new technologies creates an array of interlocking problems, thereby requiring a broader approach to problem-solving and policy-making. To assist Congress in its deliberations on emerging and existing technologies, OTA provides the necessary arena for experts and stakeholders to lay out their differences and identify areas of consensus. OTA works with committees to help Congress understand the potential impacts of technologies and form decisions that reflect both local and global concerns.

The bipartisan, bicameral Technology Assessment Board -- a critical element in OTA's reputation for objectivity and relevance -- has approved studies for the coming year that consider the interdependent consequences of technological development: from energy supply and demand in developing countries (and how this affects both economic development and climate change), to monitoring compliance with possible arms control measures; from promoting technology development and managing trade in Europe and the Far East, to identifying the real costs of pharmaceutical drug research and development; from bridging the gap between rural and urban America through information technologies, to the hazards of medical wastes. OTA's studies generally reflect the range of Committee interests -- on both sides of the aisle and both sides of the Hill. OTA thus serves as a small, highly skilled, shared resource for all of Congress . . . a unique way to maximize technical assistance at minimum cost.

5. OTA's Accomplishments During Fiscal Year 1989

During FY 1989, OTA delivered 26 formal publications to Congress, including assessment reports, an interim summary, special reports, a technical memorandum, and several background papers. (See pages 83-91.) As of September 30, 1989, 37 Technology Assessment Board (TAB) approved studies were in progress and 7 were in press or under TAB review. As an integral part of carrying out assessments, OTA also provided, during the course of projects as well as after delivery, expert advice, briefings, testimony, and results of OTA assessments to Committees matched to their specific needs and the Congressional agenda. (See pages 132-136.)

OTA reports represent comprehensive synthesis and analysis on some of the most controversial and costly issues faced by Congress . . . covering, for example, hazardous waste reduction and management, international trade and technology transfer, the future of American agriculture, the technology for defensive weapons, health care cost containment, and the future of biotechnology. These studies directly reflect the expressed needs and

priorities of Committees of House and Senate. **During the year, OTA served over 80 different Committees and Subcommittees of both houses, typically in response to bipartisan requests.**

Relation of Work to Legislative Activities

OTA's role is neither to promote nor to discourage the development or the application of any particular technology or legislation but rather to help Congress determine whether or when some form of Federal government participation may make sense. OTA helps identify and clarify options; exposes misleading, unsupportable, or incorrect information; and helps raise the level of understanding in the debate about expensive and controversial technical issues.

In each section on accomplishments in OTA's divisions, we identify some activities during fiscal years 1989 and 1990 that illustrate the link between OTA's work and specific Congressional activity. Please see the following pages for this information:

page

Energy, Materials, and International Security Division
- Energy and Materials 34
- Industry, Technology, and Employment 35
- International Security and Commerce 36

Health and Life Sciences Division
- Biological Applications 47
- Food and Renewable Resources 48
- Health 49

Science, Information, and Natural Resources Division
- Communication and Information Technologies 62
- Oceans and Environment 62
- Science, Education, and Transportation 64

Mandate Avoidance

OTA works closely with members of TAB and the Appropriations Committees to maintain the authority of the Board to determine the agenda of the agency and the best use of OTA's limited resources for the whole Congress. Because demand for OTA assistance exceeds the resources made available to the agency, some committees attempt to initiate studies through new legislation rather than request studies through the Board (as was contemplated in OTA's enabling legislation). Mandates are strongly discouraged as a mechanism to obtain OTA's help, and potential mandates are often avoided when we are able to work with the interested parties prior to introduction of bills. Nevertheless, during the first session of the 101st Congress, a number of bills were introduced that would, if passed, mandate activities for OTA. For example:

H.R. 7 — Last action: reported out of Senate committee November 1. Would require OTA to evaluate (for validity, fairness, accuracy, and utility) a demonstration program to monitor educational outcomes for applied technology education using wage and other records. Would also require OTA to conduct an assessment of a sample of tests designed to be administered to students who have completed secondary school to assess the level of technical knowledge relating to broad technical fields possessed by such students. The study would be due to Congress not later than September 30, 1994.

H.R. 99 — Last action: hearings held May 24.
Would require the EPA Administrator to consult with OTA in designing a study of the feasibility of meeting standards in-use [vehicle emissions].

H.R. 370 — Last action: hearings held July 13.
Would direct the Office of Technology Assessment to conduct a study of the effects of the reclassification of anhydrous ammonia as a poisonous gas and transmit a report to Congress within 18 months of enactment.

H.R. 1078 — Last action: referred to subcommittee May 1.
Would require OTA, within 2 years of enactment, to report to Congress on OTA's review of forestry projects and programs in tropical countries financed by the Agency for International Development and the extent to which these projects promote agroforestry and reforestation which discourages monoculture estates and which involve local people in the design, implementation, and monitoring of projects.

H.R. 1240 — Last action: referred to subcommittee March 13.
Would require OTA, within 3 years of enactment, to conduct an evaluation of the performance of the Agency for International Development in carrying out this Act and report the result of the evaluation to Congress. [AID is directed to facilitate equitable economic growth and participatory development, national and regional economic integration, environmental sustainability, food security, and self reliance in the Caribbean through responsive aid and development policies and programs.]

H.R. 1746 — Last action: Additional sponsors added October 16, 1989
Would require OTA to conduct a study of: 1) all incentives under law for the protection and management of wetlands; 2) modifications to law that might improve their effectiveness; and 3) ways the federal government could encourage State and local incentives for wetlands protections. The report would be due one year from enactment.

H.R. 2076 — Last action: referred to committee April 25.
Would require OTA to determine whether manufacturers are likely to comply with the average fuel economy standards without incentives, and if incentives are thought to be required, to suggest cost-effective incentives. The report would be due to the President and each House of Congress within 18 months of enactment.

H.R. 2091 — Last action: referred to committee April 27.
Would amend title XVIII of the Social Security Act to require an annual report from the Director of the Congressional Office of Technology Assessment on changes in payment amounts for certain surgical transplantation procedures. The first report would be due one year after the date of enactment.

H.R. 2263 — Last action: referred to subcommittee May 11.
Would require the Director of OTA to appoint the 13 members of a new Long-Term Care Advisory Council within one month of enactment.

H.R. 2655 Last action: received in the Senate July 11.
Would require OTA to conduct an evaluation of the performance of the agency administering the Foreign Assistance Act within 3 years of enactment.

H.R. 2980 Last action: referred to subcommittee July 31.
Would require the Director of OTA to appoint the 9 members of a new National Council on Quality Assurance (the Director could increase membership under certain conditions). OTA would be required to issue an annual report on the Council's progress.

H.R. 3150 Last action: referred to committee August 4.
Would require OTA to conduct at study to determine the costs associated with various modalities of dialysis treatments provided to end stage renal disease patients and make recommendations regarding the level at which the composite rate used to determine the amounts of payments made should be established. This study would be delivered not later than June 1, 1990.
Would also require OTA, by July 1, 1990, to submit a report on alternative acquisition and reimbursement strategies for reducing expenditures for certain drugs used to treat end stage renal disease patients in a manner that does not adversely affect the quality of care provided to such patients.

H.R. 3299 Last action: conference held October 25.
Would require the Director of OTA to conduct a study of the appropriateness of medicare reimbursement for experimental cancer treatment under research protocols, including an analysis of the costs to the medicare program of such reimbursement, whether such reimbursement should be limited to cancer center hospitals, and any controls the program should place on such reimbursement. The report would be due to the Committee on Ways and Means in the House and the Committee on Finance in the Senate on June 1, 1992.

S. 933 Last action: (House bill) printed as it passed Senate October 16.
Would require OTA to undertake a study of the access needs of individuals with disabilities to over-the-road buses. The bill prescribes the types of advisers to be appointed to guide the study and sets a deadline for completion of 3 years from enactment.

S. 1036 Last action: referred to House committee September 26.
Would require OTA to include, in a study of the effects of information age technology on rural America, an analysis of the feasibility of ensuring that rural citizens in their homes and schools have the ability to acquire, by computer, information in a national library.

S. 1153 Last action: referred to House committee August 4.
Would require the Secretary of Veterans' Affairs to consult with OTA before compiling or analyzing any information; would require OTA to review all annual reports before they are submitted to Congress; and in the event NAS is unwilling to cooperate, would require OTA to consult on the issue of the establishment and maintenance of a tissue archiving system.

S. 1237 Last action: hearings held July 18.
Would require the Director of OTA to serve on an interagency council to encourage the use and development of agricultural commodity-based plastics.

S. 1442 Last action: referred to subcommittee September 13.
Would establish a Congressional Council on Education and Space and make the Director of OTA an ex-officio member of the Council. The bill also states that to the maximum extent practicable, the Council shall be located in the facilities of OTA.

S. 1578 Last action: referred to subcommittee August 5.
Makes a representative appointed by the Director of OTA a member of the Board of Trustees for the National Center for Preservation Technology.

S. 1593 Last action: referred to committee September 12.
Encourages OTA (among others) to assist the newly established National Commission on Natural Resources Disasters with personnel and support services without reimbursement.

OTA works closely with many committees to fulfill their requests for information through accepted channels. Efforts to avoid mandates may become more difficult as OTA's budget becomes tighter and the agency is forced to refuse or curtail a greater number of requests, even when made through proper channels.

Mandated Activities

Despite efforts to avoid mandates, over the past several years OTA has undertaken several projects as a result of legislative mandates. Our ongoing activity, Monitoring of Mandated Veteran Studies (mandated by P.L. 96-151) is the longest-lived piece of "legislated" work. OTA's initial work in this area led to additional mandates: P.L. 98-160 requires that OTA monitor certain federal research activities with regard to veterans exposed to atomic radiation; P.L. 99-272 requires that OTA monitor certain federal research activities with regard to women veterans.

In recent years, there have been mandates for full assessments. In FY 1986, OTA delivered an assessment, Payment for Physician Services, mandated by P.L. 98-369. OTA's assessment of the Strategic Defense Initiative was mandated by P.L. 99-190; a classified version of this report was delivered to appropriate committees in September 1987 (an unclassified version was released in June 1988).

The 100th Congress produced legislation that required special analytical responses from OTA. **P.L. 100-180** required OTA's participation in a Conventional Defense Study Group that assessed the balance of conventional forces in Europe between the forces and NATO and the forces of the Warsaw Pact. The Comptroller General, leader of the study group, requested OTA to convene a workshop on Soviet views of the conventional balance in Europe.

P.L. 100-435, enacted during the second session of the 100th Congress, requires OTA to develop model performance standards, and review those actually developed by the Secretary of Agriculture, with regard to employment and training requirements within the food stamps program. A report to the Speaker, the President Pro Tempore, and the Secretary of Agriculture on the comparison/review is required.

OTA has also been assigned the task of appointing health-related commissions. P.L. 99-660 mandated the OTA Director to appoint a citizens' Advisory Panel on Alzheimer's Disease. This mandate does not include any reporting requirements for OTA. However, OTA is required to appoint and monitor the activities of three additional commissions (see below).

Prospective Payment Assessment Commission (ProPAC)

The Commission is an independent advisory committee mandated under the "Social Security Amendments of 1983" (Public Law 98-21, Section 601) that reform the Medicare program payment method.

Under the Statute, the OTA Director is charged with selecting the Commission members. The first Commissioners were appointed in 1983. Six Commissioners' terms expired in March 1989, and the Director made two reappointments and four new appointments.

OTA is also required to report to Congress annually on the functioning and progress of the Commission. The fourth of these reports was issued in November 1988.

Physician Payment Review Commission (PhysPRC)

The Physician Payment Review Commission is also an independent advisory committee mandated under the Consolidated Omnibus Budget Reconciliation Act of 1985 (P.L. 99-272). PhysPRC's purpose is to advise Congress and the Executive Branch on possible ways of reforming physician payment under the Medicare program.

As with ProPAC, the OTA Director is statutorily charged with selecting the Commission members. Initial appointments to the 13-member Commission were made in 1986, for terms ranging from one to three years. In April of 1989, the Director reappointed three Commissioners and appointed two new Commissioners. An annual report is also required on PhysPRC, and the second of these reports was issued in November 1988.

Prescription Drug Payment Review Commission (PDPRC)

The Prescription Drug Payment Review Commission (PDPRC) was another independent advisory committee mandated under the Medicare Catastrophic Coverage Act of 1988 (P.L. 100-360). The Commission was mandated to report to Congress by May 1 of each year, beginning in 1990, concerning methods of determining payment for outpatient drugs covered under the new law.

As with the other commissions, the Director of OTA was charged with selecting the initial Commission members and making replacement appointments each year. The initial selections were made in December 1988. The Act included a requirement for OTA to report annually to the Congress on the functioning and progress of the Commission. With repeal of the Medicare Catastrophic Coverage Act, it is unlikely that any further work regarding the Commission will be required of OTA.

Interagency Coordination

In carrying out OTA's mission as a shared resource to the committees of the Congress, our staff cooperate and interact extensively not only with congressional Members and staff, but also with staffs of other federal agencies, as well as with the private sector and universities around the world. This extensive networking not only serves to avoid duplication but also helps to increase Congress' analytical resource base and enables OTA to utilize the most up-to-date information available. As a consequence, a typical OTA

assessment, costing $500,000, draws heavily upon the work of others that, taken together, would cost many times more.

Over the past several years, OTA and the three other Congressional support agencies have adopted a process to more fully utilize each other's expertise. This is as true in administrative areas as program areas; for instance, the Library of Congress provides accounting and disbursing services to OTA on a reimbursable basis, CRS provides access to the SCORPIO database and other research assistance, and GAO provides legal advice and opinions. The Comptroller General and the Director of CRS serve on OTA's Technology Assessment Advisory Council, and agency directors meet regularly to discuss issues of common concern. CBO, CRS, and GAO staffs coordinate with, and, in some cases, participate in OTA advisory panel meetings, symposia, and workshops. The four agencies share information on related studies and provide new data as input to each others' projects as appropriate to their areas of expertise. In addition, two or more agencies may collaborate in the preparation of testimony or general assistance for Congressional hearings. Examples from 1989 include:

- OTA has shared the results of its work on alternative transportation fuels with staff of CRS's Environment and Natural Resource Policy Division, and helped to review CRS's work on methanol costs.
- OTA staff have met frequently with GAO staff in the course of preparing a staff paper on Technologies for Improving Minerals Royalty Management. GAO will continue with this work after OTA has delivered it's report to the Senate Energy and Natural Resources Committee.
- OTA and the Semiconductor Industry Association organized a colloquium for CRS, CBO, GAO and OTA staff working on issues of semiconductor trade and technology. Approximately 50 staff attended.
- OTA, CRS, GAO, and CBO hold bimonthly coordination meetings on trade issues. These are small informal meetings, attended by one or two people from each agency. Information, drafts of work, and other material are exchanged, and substantive discussions of trade issues held.
- OTA, CRS, and GAO have established an informal working relationship on worker training issues, involving periodic meetings, sharing of information, and attendance at each other's panel meetings and workshops.
- ISC participated in a four agency project (under the direction of the GAO) established by the FY88-89 National Defense Authorization Act to report to the Congress on the conventional force balance in Europe. This resulted in the Report "NATO-WARSAW PACT Assessment of the Conventional Force Balance" GAO/NSIAD-89-23.
- CRS staff served as analysts for OTA's assessment, Holding the Edge. The report has also been used by CRS as an input to several seminars on the defense technology base.
- CRS staff are contributing to the assessment of International Cooperation in Defense Technology.
- At the request of the House Government Operations Committee staff, OTA briefed GAO staff as the latter began a study of "brilliant pebbles."
- OTA briefed CBO staff on aspects of arms control verification.
- OTA staff are assisting GAO in planning for their new group on Resources, Community, and Economics in the Division of Information Services.
- CRS has loaned a senior staff member to OTA who will direct OTA's project on Renewable Resource Planning Technologies for Public Land Use.
- OTA and sister agency staff who are studying the economic issues relating to pharmaceuticals are meeting on a regular basis to share information and avoid duplication. The studies represented include OTA's study of Medicare drug payment alternatives, OTA's study of drug R&D costs, and GAO's study of trends in drug pricing.
- OTA hosted an Interagency Coordination Meetings on AIDS on March 21, 1989.

- GAO used OTA's Staff Paper, How Effective Is AIDS Education?, as background for its report AIDS Education: Reaching Populations at Higher Risk, prepared for the Senate Committee on Governmental Affairs.
- CRS cited extensively the data from OTA's Staff Paper, AIDS and Health Insurance - An OTA Survey in two CRS reports (Insuring the Uninsured: Options and Analysis, October 1988 and Health Insurance and the Uninsured: Background Data and Analysis, May 1988) prepared for the Subcommittee on Labor-Management Relations and the Subcommittee on Labor Standards of the House Committee on Education and Labor, the Subcommittee on Health and the Environment of the House Committee on Energy and Commerce, and the Senate Special Committee on Aging.
- As part of CRS and OTA's coordination activities in the health insurance area, CRS facilitated OTA's obtaining, at no cost, copies of Census Bureau Current Population Survey tapes.
- CBO consulted with OTA on methods for and sources of information on costing out bills proposing coverage for preventive vision and hearing services under Medicare. CBO stated that they have found OTA's reports from the Preventive Services under Medicare project extremely helpful.
- GAO and OTA held meetings to coordinate their activities regarding prescription drug pricing policies. Both agencies were mandated or requested to do several activities regarding prescription drugs and the coordination meeting and continuing discussions are designed to avoid not only duplication of effort but also to share information that could be used as data for the other studies.
- OTA and GAO staff coordinated their activities concerning the Department of Veterans Affairs' study of VA hospital mortality rates. OTA drew on prior work of GAO's Policy Evaluation and Methodology Division in OTA's critique of the methodology used by DVA to analyze hospital mortality rates, and OTA used materials PEMD had prepared in the course of GAO's two studies evaluating VA and HCFA methodologies. OTA also coordinated its critique with GAO's Human Resources Division, which was requested to do a related but field-oriented investigation of management activities at the DVA related to that department's mortality study.
- The publication of OTA's report, Informing the Nation, in October 1988 marked the successful conclusion of a major collaborative effort between OTA and GAO. GAO conducted several surveys of the information practices and needs of Federal agencies an l information users. The results of these surveys were included in the OTA report; GAO separately published the full survey results.
- OTA consults on a regular basis with CRS staff on municipal solid waste issues. In particular, OTA and CRS exchanged information on market for old newsprint and revenues from potential packaging fees and discussed draft legislation on several occasions. OTA also provided information, contacts and reviews for two GAO studies, one on procurement of recycled paper products and the other on degradable plastics.
- OTA held an overall coordination meeting with all of our sister agencies on the issues of defense nuclear waste, and we continue to maintain contact with those working on the issue.
- Shortly after introduction of the Administration's Clean Air bill, OTA met with CBO, CRS and EPA to consider how each would do analyses of the acid rain and ozone provisions of this and other bills. On two different occasions this year, CBO has used OTA's data and modelling results.
- CRS provided direct staff support for OTA's analyses of a proposed new Antarctic project. One of their specialists joined the study team and prepared a chapter for the final report. This same staffer is working on another OTA project dealing with oil spill clean-up technoiogy.
- GAO has completed a study on medical waste management at Federal facilities and is finishing a study of state programs for medical waste management. However, it has been arranged that GAO will defer to OTA on the technical aspects of the problem. OTA confers regularly with EPA staff, especially at Cincinnati and Research Triangle Park labs, and with a number of state agencies.

- OTA is in regular contact with several groups in the sister agencies conducting work on various aspects of global warming--primarily CRS (studies on energy efficiency, and ways to reduce CO2 by 20%) and CBO (effects of various carbon taxes on U. S. energy use and CO2 emissions).

OTA also seeks to coordinate its studies with those ongoing in the Executive branch, State and local government, and in private sector and international organizations. In addition, it is not uncommon for OTA reports to have a direct impact on activities outside the Legislative Branch. For instance:

- The Federal Energy Regulatory Commission (FERC), in its recently issued Transmission Task Force Report, refers frequently to OTA's assessment report, Electric Power Wheeling and Dealing: Technological Consideration for Increasing Competition, and background paper, Biological Effects of Power Frequency Electric and Magnetic Fields.
- In the course of OTA's assessment of High Temperature Superconductors: Research, Development and Commercialization, OTA and the National Science Foundation cooperated in the preparation of a national survey of U.S. firms involved in high temperature superconductivity research and development. OTA also cooperated with the Japanese International Superconductivity Technology Center in preparing a similar survey of Japanese firms.
- OTA's work on automobile fuel economy, on alternative transportation fuels, and on energy system vulnerability has benefited from a close and cooperative relationship with the Department of Energy.
- In connection with EPA's 90-day Review of the Superfund program, OTA met several times with the agency person in charge and the taskforce conducting the study. EPA briefed OTA on the conclusions of the Review prior to its release, and later on the implementation plan that followed.
- OTA staff took part in inter-agency deliberations on U.S.-Japan cooperation in superconductivity research, as called for in the new bilateral science and technology agreement between the two countries.
- OTA participated in task force meetings of the Defense Manufacturing Board of the Department of Defense, assisting it in tackling questions of how to identify critical industries and critical technologies.
- OTA, in partial fulfillment of its mandate under the Hunger Prevention Act of 1988, has been participating on the Panel of Consultants for the Development of Employment and Training Performance Standards for the Food and Nutrition Service of the Department of Agriculture.
- OTA has been hosting the meetings of the Ad Hoc HDTV Group, an informal association of people from industry, academia and government. At the September meeting, the Hon. George Brown praised OTA's HDTV Primer (currently in preparation).
- OTA's Worker Training staff has been in close communication with key executive branch officials in the Department of Labor, the Department of Education, and the Department of Commerce. At the invitation of Labor and Education Department officials, OTA staff served as panelists at an OECD conference on international training in the services industry and at the first national conference on workplace literacy. OTA staff participated in the 1989 Federal Roundtable on Training (it's a day-long meeting involving some 50 Federal employees or contractors). The project staff has been coordinating closely with the Department of Labor's Business-Labor-Academic Commission on Workforce Quality and Labor Market Efficiency over the past 18 months. The project has also worked closely with the Department of Education-funded National Assessment of Vocational Education.

- OTA has been participating in the Interagency Technology Working Group. This group meets informally every 4 to 6 months to help coordinate research on industry resource and competitiveness issues. Other participants in the group include researchers from the Bureau of Census, National Institute of Standards and Technology, Department of Labor, National Science Foundation and Defense Logistics Agency.
- The National Defense University uses OTA reports – Holding the Edge, The Defense Technology Base: Introduction and Overview, and New Technology For NATO – as textbooks. Holding the Edge has also been used extensively within DoD in deliberations regarding strategic planning of technology base programs and laboratory management.
- OTA's reports on space transportation have been used extensively by NASA and the Air Force.
- An OTA staff paper on DOE weapons facilities modernization was widely distributed within DOD in the course of their internal review.
- Based on a review copy of OTA's forthcoming report Confused Minds, Burdened Families: Finding Help for People With Alzheimer's and Other Dementias, the Administration on Aging developed a research initiative on connecting ethnic minority people with dementia to health care and other services.
- OTA staff interacted extensively with the Agency for International Development (A.I.D.) on matters relating to the OTA study U.S. Universities and Development Assistance: Technical Support for Agriculture, Natural Resources, and Environment. Added support for OTA's assessment came from the Bureau of Science and Technology and A.I.D.'s Board for International Food and Agriculture Development.
- OTA staff assisted the National Governor's Association in development of their assessment of agriculturally-related groundwater contamination
- With the cooperation and assistance of approximately 40 Federal agencies, OTA has collected information on organizational structure, establishment of roles, and allocation of resources to water quality within the Federal government for the on-going OTA assessment of Agricultural Approach to Reduce Agrichemical Contamination of Groundwater.
- Through a cooperative agreement between the governments of the Freely Associated States in Micronesia, the U.S. Corps of Engineers, and the National Oceanic and Atmospheric Administration, a "Pacific Island Network" has been established to link the islands together and with Federal information and assistance efforts. Designated agents have been created in Pohnpei, Kosrae, and the Northern Marianas as of July, 1989, and agents will be selected for the other major islands by 1990. Agents will serve as active extension agents (covering aquaculture, marine resource management, protected areas) and program coordinators. Such actions were suggested in an option in OTA's assessment Integrated Renewable Resource Management for U.S. Insular Areas (1987).
- Findings from OTA's report Enhancing the Quality of U.S. Grain for International Trade are being used by the Federal Grain Inspection Service of U.S.D.A. to change standards and grades of grain and inspection procedures of the agency. The assessment is the major focus of an intra-agency task force in U.S.D.A. that is charged with providing to the Secretary of Agriculture recommendations on actions that U.S.D.A. can take to enhance grain quality. The Agriculture Stabilization and Conservation Service is using the study's findings to reevaluate their premium and discount pricing program for all major grains and the agency's storage practices.
- The National Center for Health Services Research and Health Care Technology Assessment (NCHSR) used OTA's study, Medlars and Health Information Policy, as the basis of its evaluation of a bill requiring an agreement between the proposed new agency and NLM for indexing and making available on-line the literature on health services research and technology assessment.
- In developing recommendations for the use of pneumococcal vaccine, the Center for Disease Control's Immunization Practices Advisory Committee drew on OTA's update of the vaccine's cost effectiveness, Update of Federal Activities Regarding the Use of Pneumococcal Vaccine.

- The National Academy of Sciences' Institute of Medicine is using information, including a number of charts, from OTA's report, The Quality of Medical Care: Information for Consumers, in its report on a similar subject.
- OTA was asked to testify two times before the Presidential Commission on the Human Immunodeficiency Virus Epidemic, once on the Costs of AIDS and the HIV Epidemic, and once on Laboratory Quality Control and Regulation.
- OTA is working closely with the National Science Foundation and other interested agencies in its study of high performance computing and networking for science. One senior NSF staff member is on part-time detail to the project, and OTA will be engaging in some joint workshop activities with an executive office coordinating group that operates through OSTP.
- The Federal Publishers Committee, an interagency group, used OTA's report, Informing the Nation, to set the framework for its recommendations on improving agency-GPO working relationships.
- OTA received analyses from a number of Executive Branch agencies for its work on municipal solid waste. These include the Department of Energy (Biofuels and Municipal Waste Technology Division), Department of Commerce (International Trade Administration, National Institute of Standards and Technology), and the Environmental Protection Administration. In working with EPA, there were numerous information exchanges, briefings and reviews.
- The National Academy of Sciences has formed a committee to examine the issue of constructing double bottoms in oil tankers in the aftermath of the Alaskan oil spill. NAS is using past OTA work on this subject as the basis to define the issues that need to be reviewed, and is maintaining continuing liaison with us on this subject.
- The OTA study on global warming relies extensively on the global data base collected by EPA.
- The Texas State Board of Education used OTA's report, Power On!, as the basis for five elements of their action plan. The Washington State Office of Public Instruction's Educational Technology Reports to the Legislature draw extensively on OTA's work, as do plans and actions in California, Connecticut, Florida, and New York.
- The OTA special report, Safer Skies With TCAS, was used by the Federal Aviation Administration to structure its operational evaluation program for the early phase of TCAS implementation.
- The National Education Association's Special Task Force on Technology based their recommendations for teacher training and support on OTA's work. The NEA report and press release quoted OTA frequently, and NEA's goal of "a computer on every teacher's desk by 1991" is the direct result of OTA's assessment, Power On!. IBM also cited findings from this report to justify their $25 million effort to assist in training new teachers to use technology.
- The Office of Motor Carriers in the Federal Highway Administration has used the report, Gearing Up for Safety, as an aid in structuring their human factors research.

6. Changes in OTA's Prior Plans for FY 1989

During Fiscal Year 1989, OTA essentially accomplished its goals, with approved modifications, negotiated reductions, and additions to meet the changing needs of Congress. These changes reflect the inherent uncertainty of research and the attendant need to make adjustments, and also the fact that the agency must operate with fewer resources.

The chart below shows the variations in actual obligations for the OTA divisions for FY 1989 from the planned obligations for FY 1989 provided on Schedule A in the FY 1990 budget justification. The chart on page 21 provides a summary by object class of projections and actual expenditures for FY 1989.

Changes in OTA's Prior Plans
($000)

	1989 (est.)	1989 actual	% change
Division A	4,088	3,973	(2.81)
Division B	4,138	4,032	(2.56)
Division C	4,238	4,188	(1.18)
Division G	5,473	5,698	4.11

7. OTA's Goals for FY 1991

Over the past 15 years, OTA has provided Congress with hundreds of reports on emerging technologies, and with policy options for governing in a time of rapid technical change. These reports have addressed very discrete areas of scientific and technological change, and now provide the background necessary for OTA to help Congress find solutions to cross-cutting issues. How to reflect the needs of our rural communities in public policy is an issue in OTA's studies of both health and telecommunications. How best to protect the environmental commons is a concern reflected in OTA's studies that range from local issues, such as municipal solid waste, to global issues, such as climate change. OTA plans to emphasize, in FY 1990 and into the future, the task of integrating our studies to provide to Congress the most comprehensive view possible of increasingly complex, interrelated, global problems involving science and technology.

OTA is proposing an FY 1991 budget that will permit the agency to hold the line against increased costs and undertake a small portion of our current backlog of requests, for we expect that demands for our assistance will grow. We will respond to much of that need with increased productivity, by careful design of the analyses, by merging of multiple requests into single studies, and by other mechanisms that will stretch our capabilities without significant erosion of the quality of the work. **Without some budgetary relief, however, we will probably lose the last vestiges of our key flexibility - use of outside contracts to facilitate specialized analytical needs.** During FY 1991, OTA expects that it will be called upon by Senate and House committees for work on issues that run the full range of technology and policy. The influence of changing technology on cost containment, pollution control, national security, industrial competitiveness, employment, health, and constitutional guarantees such as privacy and property rights will intensify, and Congress will be forced to grapple with these issues. OTA will continue to be the common analytical resource to committees as they seek fuller understanding of emerging technology and the appropriate role of the Legislative branch.

Priorities in Program Work

OTA's agenda is determined by the explicit needs of congressional committees, so we cannot reasonably predict the new assessments that will be undertaken in a given year.

Office of Technology Assessment
Summary
By Object Class

CATEGORIES	FY 89 ESTIMATE DOLLARS ($000)	FY 89 ACTUAL DOLLARS ($000)	CHANGE EST VS ACT %	CHANGE EST VS ACT DOLLARS ($000)
Breakdown by Object Class:				
11 Personnel Compensation	9,085	8,883	(2.22)	(202)
12 Personnel Benefits	1,727	1,653	(4.28)	(74)
13 Benefits to Former Personnel	10	28	180.00	18
21 Travel	315	312	(0.95)	(3)
22 Transportation of Things	81	78	(3.70)	(3)
23 Rent, Communication and Utilities	1,934	1,943	0.47	9
24 Printing and Reproduction	549	536	(2.37)	(13)
25 Other Services	3,428	3,508	2.33	80
26 Supplies and Materials	258	302	17.05	44
31 Equipment	550	648	17.82	98
32 Land and Structures			0.00	0
42 Insurance Claims and Indemnities			0.00	0
Total	17,937	17,891	(0.26)	(46)

In response to the Appropriations Committees' request, however, OTA has prepared an illustrative list of subjects that are representative of the kinds of assessments that we may be asked to undertake. Such an exercise, using a wide variety of information sources, helps sharpen the discussions between OTA staff and congressional committees. It also reflects one of the charges Congress assigned to OTA: foresight about emerging technology. The most recent list (see below) was derived from a much larger group of subjects that have come to OTA's attention via its own work, requests and inquiries that have already been received from committees, the technical literature, interactions with Members and staff of Congress, and from peers in the executive branch and outside government.

OTA can undertake only a limited number of assessments each year, so this list should be viewed only as representative. Because OTA works hard to be responsive to changing Congressional needs, work actually begun in a given year is often significantly different from OTA's prospective list, but new work usually does contain some of the identified issues. (Brief descriptions of the candidate studies are provided in the sections on divisions' priorities on pages 36, 51, 65.)

Candidate Areas for New Assessments in Fiscal Years 1990 and 1991

The topics given in this list have been identified by congressional committees, OTA, and its advisers as typical technical issues that the Congress will face over the next several years. Note: 1) This list is not given in order of priority; and 2) the actual number of issues we can undertake as full assessments is no more than 1 in 3 or 4 of those listed.

Energy and Materials

- Energy Efficiency
- Nuclear Power Plant Decommissioning and Life Extension
- Recycling of Materials
- Social Costs of Energy Consumption
- Energy Storage Technologies
- Materials for the Information Age

Industry, Technology, and Employment

- Defining the Technology Base for a Developed Economy
- Trade with Eastern Europe
- Foreign Investment in the United States
- Environmental Pressures and Industrial Competitiveness: Opportunities for U.S. Industry
- Technology Transfer
- Arresting the Slide: Retaining and Regaining Competitive Advantage in Computer Hardware and Software

International Security and Commerce

- New Technology and Conventional Force Reductions
- The Future of U.S. Defense Industries
- The Future of Strategic Forces
- The Diffusion of Military Technology
- Destructive Radio Pulse Technology
- The Internationalization of Space Activities

Biological Applications

- Biomedicine of Addiction
- Quality Assurance of Long Term Care of Elderly Citizens
- Biological Technologies to Support Humans in Space
- Risk Assessment and Management for Non-cancer Environmental Toxins
- Keeping Older People in the Workplace

Food and Renewable Resources

- Agricultural Alternatives to Illegal Drug-crop Production
- Agricultural Technology Transfer: U.S. Participation in the Global Agricultural Research System
- Improving Productivity of Degraded Resources
- Advances in Integrated Pest Management
- The Role of Renewable Resource Management in Disaster Mitigation
- The Growing Demand for Amenity Resources: Managing Renewable Resources for Tourism
- Technology for a Diverse Agriculture

Health

- Drug Abuse Prevention and Treatment -- Reducing the Demand for Illegal Drugs
- Worldwide Transmission of Viruses and Tropical Diseases
- Cancer Center Clinical Trials and the Medicare Program
- Intrauterine Surgical Treatment of Fetal Abnormalities: Technology, Cost, and Implications for Medicaid
- Health Care and the Inner City

Communication and Information Technologies

- Copyright and Patent Protection of Computer Software and Databases
- Technical Standards for Telecommunications and Computers
- International Telecommunications
- Mission-Critical Computer Software for the Federal Government
- Radio Frequency Spectrum Management
- Future Directions in Advanced Computers

Oceans and Environment

- Impacts of Global Warming
- Industrial, Non-Hazardous Waste
- Indoor Air Pollution
- Non-Point Source Pollution
- Shoreline and Coastal Land Use Management
- Aquaculture

Science, Education, and Transportation

- Alternatives to Standardized Tests
- Delivering Literacy via Technology
- The National Airspace System Plan Revisited
- Education: Research Into Practice
- Conflicts of Interest in the Research Community
- Evaluation of Vocational Education Standards

8.A. Agency Workload and Product Data

Projects Requested or Mandated and Approved During the Fiscal Year

	FY1989 actual	FY1990 (est.)	FY1991 (est.)
projects requested by committees (1)	36	35	38
projects approved by TAB	15	12	18
projects undertaken as special responses or incorporated in ongoing work	16	12	14
projects delayed to another fiscal year	5	11	6
legislative mandates enacted in fiscal year	0	1	1
legislative mandates active in fiscal year	5	5	5

(1) These numbers are representative of assessments formally requested in writing. They do not represent the total number of request letters for an assessment (which may come from several different committees) and do not include the significant number of requests that are refused or referred elsewhere before reaching the formal request stage.

(2) OTA's appropriations language states, "That no part of this appropriation shall be available for assessments or activities not initiated and approved in accordance with section 3(d) of Public Law 92-484." The previously mandated studies will be continued. OTA will continue to discourage new mandates with the assistance of the Technology Assessment Board and the Appropriations Committees.

8.B. Agency Workload and Product Data

Projects Ongoing, Started, or Completed During the Fiscal Year

	1987 actual	1988 actual	1989 actual	1990 (est.)	1991 (est.)
Projects in Process - Beginning of Fiscal Year (1)	34	40	39	44	31
Projects Approved by TAB During the Fiscal Year	15	22	15	12	18
Reports Published During the Fiscal Year (2)	17	31	(3) 12	25	16
Projects in Process - End of Fiscal Year	40	39	44	31	33

(1) Projects in Process counts all TAB-approved activities. A project may produce more than one assessment report, or may produce no reports at all, therefore numbers are not additive. Projects in press or under TAB review are counted.

(2) Reports includes full assessment reports and special reports, but not technical memoranda, background papers, or staff papers.

(3) Seven reports were also published between 10/1/89 and 11/30/89.

8.C. Agency Workload and Product Data

Type and Number of Products Completed During the Fiscal Year

Products	FY 1989 (est.)	FY 1989 actual	FY 1990 (est.)	% change 89-90	FY 1991 (est.)	% change 90-91
Reports (1)	22	(2) 12	25	108	16	(36)
Other Publications (3)	15	21	15	(29)	20	33
Testimony	50	36	40	11	40	0
Staff Papers	25	17	20	18	25	25
Total Products	112	77	100	30	101	1

(1) Reports includes full assessment reports and special reports.

(2) This figure does not include 11 additional reports originally projected for delivery in FY '89 but delayed for a variety of reasons. Seven of these reports were published between 10/1/89 and 11/30/89.

(3) Other Publications includes report supplements, technical memoranda, background papers, case studies, workshop proceedings, and administrative documents.

9. DIRECT AND INDIRECT EMPLOYEES OF THE AGENCY

Schedule E

Office of Technology Assessment
Summary
Direct and Indirect Employees

Classification	Number of Employees			Dollars		
	FY1989	FY1990E	FY1991E	FY1989	FY1990E	FY1991E
Staff Allocation (permanent positions)	143	143	143	---	---	---
11.1 Full-Time Permanent						
Full-Time Permanent	140	140	140	7,066	7,460	8,111
Part-Time Permanent	5	5	5	130	135	143
11.3 Other Than Full-Time Permanent						
Temporary	57	61	61	1,680	2,085	2,203
Intermittent/Consultants	42	45	45	7	11	11
25.0 Other Services (Contracts for on-site personal services) 1/	30	28	28	802	796	849

1/ Includes individuals, whose services are obtained under contract with the individual or an organization, performing on-site services (in agency workspace) for six months or more during a twelve month period.

Schedule F

Office of Technology Assessment

Object Class 25.0 Service Contracts (Indirect Employment)

Type of service provided under contract	Number of Contracts			Dollars		
	1989	1990Est.	1991Est.	1989	1990Est.	1991Est.
In House	12	12	12	196	203	214
Panel/Work Group	779	815	852	414	461	482
Support Services	1	1	1	606	393	635
NFC Services	0	1	1	0	30	0
Research Contracts	304	266	327	1,886	1,376	2,480
Purchase Orders	508	531	556	406	424	447
TOTAL*	1,604	1,626	1,749	3,508	3,287	4,258

* This includes the total number of contracts and the total dollars under object class 25.0

10. DIVISION A: ENERGY, MATERIALS, AND INTERNATIONAL SECURITY

1. SCHEDULES A1, B1, AND C1 FOR THE DIVISION

Schedule A1

Office of Technology Assessment
Energy, Materials, and International Security Division
Summary
By Object Class

CATEGORIES	FY 89 ACTUAL DOLLARS ($000)	FY 90 ESTIMATE DOLLARS ($000)	FY 91 ESTIMATE DOLLARS ($000)	NET CHANGE 90/91 DOLLARS ($000)
Breakdown by Object Class:				
11 Personnel Compensation	2,347	2,597	2,836	239
12 Personnel Benefits	435	485	534	49
13 Benefits to Former Personnel	1	7	7	0
21 Travel	77	80	84	4
22 Transportation of Things	6	5	5	0
23 Rent, Communication and Utilities	8	6	6	0
24 Printing and Reproduction	179	196	210	14
25 Other Services	825	763	1,052	289
26 Supplies and Materials	28	41	43	2
31 Equipment	67	93	99	4
32 Land and Structures	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0
Total	3,973	4,273	4,876	601

Schedule E1

Office of Technology Assessment
Energy, Materials, and International Security Division
Analysis of Change to Budget Base
By Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS	PRICE LEVEL CHANGES	PROGRAM TYPE CHANGES			TOTAL CHANGES
			LEGISLATION	WORKLOAD	EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.	
	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)
Breakdown By Object Class:						
11 Personnel Compensation	239					239
12 Personnel Benefits	49					49
13 Benefits to Former Personnel	0					0
21 Travel		4				4
22 Transportation of Things		0				0
23 Rent, Communications and Utilities		0				0
24 Printing and Reproduction		14				14
25 Other Services		84		223		289
26 Supplies and Materials		2				2
31 Equipment		4				4
32 Land and Structures						0
42 Insurance Claims and Indemnities						0
Total	288	88	0	223	0	601

Schedule C1

Office of Technology Assessment
Energy, Materials, and International Security Division
Detailed Analysis of Changes

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1990	36	4,377
Minus: Drug Initiative P.L. 101-164		(27)
Minus: G-R-H Sequestration P.L. 99-177		(75)
Budget Base, 1990	36	4,275

	1991 Request	
	Staff	Amount ($000)
I. Adjustments to Base		
A. Mandatory Pay and Related Costs		288
1. Merit increases and promotions averaging 3.5%.		91
2. Corresponding 3.5% increase of benefits averaging 19%.		17
3. Miscellaneous benefit cost increases.		11
4. Annualization of FY '90 cost-of-living adjustment.		26
5. Impact of congressional pay raise including benefits.		103
6. Estimated FY '91 cost-of-living adjustment.		40
B. Price Level Changes		88
1. Travel related inflation of 5.0%		4
2. Printing and supplies inflation of 7%.		14
3. Other services inflation.		64
4. Supplies and materials inflation of 4.6%.		2
5. Equipment inflation of 4.6%.		4
C. Program Type Changes		
1. Legislation		0
2. Workload		225
a. Restoration of contracting services.		225
3. Equipment, Alterations, Maintenance, Repairs, Etc.		0
II. Net Increase/Decrease Requested	0	601
III. Total Appropriation Request, 1991	36	4,876

10.2. EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR DIVISION A

Office of Technology Assessment
Energy, Materials, and International Security Division

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C		
A. MANDATORY PAY AND RELATED COSTS	Staff	Amount ($000)
1. Merit increases and promotions averaging 3.5% agency-wide.		91
2. Corresponding 3.5% increase in benefits which average 18% agency-wide associated with merit increases and promotions.		17
3. Miscellaneous cost increases including the annualization of FY '90 health increases plus planned FY '90 increases.		11
4. Annualization of cost-of-living adjustment effective January 1990.		26
5. Impact of P.L. 101-194 on congressional pay and corresponding benefits.		103
6. Fifty percent of FY '91 cost-of-living adjustment effective January 1991 per OMB memorandum.		+0
B. PRICE LEVEL CHANGES	Staff	Amount ($000)
1. Travel related inflation rates of 5.0% applied to FY '90 base due to expected rise in plane fares and car rental costs.		4
2. Printing and supplies inflation rate of 7% (according to GPO Circular Letter No. 307 (dated April 28, 1989) applied to FY '90 base.		14
3. Other services inflation rate of 4.6% applied to FY '90 base except for research contracts, for which 10% inflation rate was applied.		64
4. Supplies and materials inflation rate of 4.6% applied to FY '90 base.		2
5. Equipment (including furniture, permanent books, ADP equipment) inflation rate of 4.6% applied to FY '90 base.		4
C. PROGRAM TYPE CHANGES	Staff	Amount ($000)
1. Legislation		0
2. Workload		
2a. Restoration of contracting dollars to provide for additional contracts, increased contract competition, and expanded work statements across-the-board.		225
3. Equipment, Alterations, Maintenance, Repairs, Etc.		0

10.3. Role of the Energy, Materials, and International Security Division

The Energy, Materials, and International Security Division comprises three Programs: Energy and Materials; Industry, Technology, and Employment; and International Security and Commerce.

The Energy and Materials Program is responsible for assisting the Congress in understanding the technological possibilities for developing our energy and materials resources and the consequences of these developments for society. In this way, the Program can help the Congress ensure rational resource development such that economic growth is maintained, undesirable side effects are kept to a minimum, and the resource base is sustained for future generations. The Program covers those technologies that concern the extraction, delivery, and use of energy and materials. Although primarily directed at domestic resources, the Program also is concerned with world markets and policies, including imports and exports of energy and materials.

The Industry, Technology, and Employment Program examines how technology affects the ability of U.S. industry to contribute to a healthy national economy. Its responsibilities include consideration of the competitiveness of U.S. industries in international markets, trade and economic development issues, the number and nature of employment opportunities, needs for worker education, training and retraining, and ways to ease adjustment in structural economic transitions. A Program with a specific employment focus is new at OTA (the Program was established in 1983), although most assessments have considered employment impacts, and employment and training issues have been of central importance in several studies. ITE's employment concerns center on the quantity, nature, and quality of jobs, the nature of and changes in job skills, and training and retraining across the work force.

The International Security and Commerce Program deals with national security, space technology, international relations generally, and international technology transfers. The Program's work in national security involves determination of what is technologically possible followed by an assessment of the likely impacts of these technological considerations on national security, which includes international stability, diplomacy, alliance relations, and arms control, as well as deterrence and defense. The work on space technology involves a range of issues, such as space transportation, international cooperation and competition in civilian space activities, and newsgathering from space, in which technological progress, civilian exploration, commercial uses of space, and national security must be reconciled. ISC's work in technology transfer combines several perspectives: the national security and foreign policy considerations that lie behind export controls, a concern for the health and competitiveness of U.S. industry in international markets; and a concern for the objective of managing technology transfer in such a way as to contribute to favorable international economic development.

10.4. Accomplishments of the Energy, Materials, and International Security Division

In FY 1989, the Energy, Materials, and International Security Division published 3 assessment reports:

- Holding the Edge: Maintaining the Defense Technology Base
- Electric Power Wheeling and Dealing: Technological Considerations for Increasing Competition
- Oil Production Technologies and the Arctic National Wildlife Refuge

The Division also produced 1 special report and 5 background papers:

- Round Trip to Orbit: Alternatives for Human Spaceflight (Special Report)
- Assessing Contractor Use in Superfund
- Big Dumb Boosters: A Low Cost Transportation Option?

- Technology Transfer to the United States: The MIT-Japan Science and Technology Program
- Biological Effects of Power Frequency Electric and Magnetic Fields
- Statistical Needs for a Changing U.S. Economy

In addition, the Division testified 12 times and prepared 3 staff papers.

Listed below are several examples of direct legislative use of the Division's work:

Energy and Materials

1. In Senator Metzenbaum's floor statement introducing S. 984, a bill amending the Motor Information and Cost Savings Act, he stated that "studies by the Department of Energy and the Office of Technology Assessment determined that a CAFE (Corporate Average Fuel Economy standard) of 33 to 35 miles per gallon by 1995 would be practical and cost-effective and doesn't require a shift in size mix or performance." The bill itself states that, "analyses by the Department of Energy and the Office of Technology Assessment indicate that known, cost-effective technologies already in use in automobiles today could, if implemented to a greater extent in the new car fleet, provide substantial improvement in new car fuel economy without requiring shifts in the size mix, performance, or luxury equipment of new cars." This work, an interim product of OTA's ongoing assessment of Technological Risks and Opportunities for Future U.S. Energy Supply and Demand, was also cited in S. 1224, the Motor Vehicle Fuel Efficiency Act of 1989.

Throughout the year, OTA staff briefed Senate and House members and staff on alternative fuels and automotive fuel economy and other energy technology issues being addressed in the assessment and testified five times on these subjects in the last year. Several of OTA options have provided middle ground in the debate over CAFE standards.

2. Senator Bingaman used the OTA report, Statistical Needs for a Changing U.S. Economy, as part of his rationale in his floor statement introducing S. 1742 Reauthorizing the Paperwork Reduction Act.

3. The findings of OTA's report, The Arctic National Wildlife Refuge (ANWR): The Technology and the Alaskan Oil Context, were referred to frequently in the House and Senate Committee debates over proposed legislation to develop the ANWR's oil resources (H.R. 49, S. 406, S. 684, and H.R. 1600) and to designate the ANWR a wilderness area precluding such development (H.R. 39 and S. 39)

4. OTA's report, Electric Power Wheeling and Dealing: Technological Considerations for Increasing Competition, is cited frequently in ongoing legislative discussions and hearings in the House Energy and Commerce Subcommittee on Energy and Power affecting the regulation of electric utilities such as proposals to amend the Public Utility Holding Company Act, the Public Utilities Regulatory Policy Act, and the Federal Power Act.

5. OTA's reports, New Electric Power Technologies: Problems and Prospects for the 1990s, Nuclear Power in an Age of Uncertainty, and Starpower: The U.S. and International Quest for Fusion Energy, continue to be used widely by energy R&D authorizing committees as a reference source. In particular, there were referred to frequently in the House Committee on Science and Technology's Subcommittee on Energy Research and Development's authorization hearing on the DOE R&D budget.

6. S. 1578, introduced by Senator Fowler, calls for a national center for preservation technology, an option suggested in OTA's Technologies for Prehistoric and Historic

Preservation. The 1990 appropriations bill for the Interior Department included a provision directing fund be spent by the National Park Service to encourage technology transfer to preservation efforts.

Industry, Technology, and Employment

1. OTA's assessment, Commercializing High Temperature Superconductivity, was one of two major policy studies cited by the House Science, Space and Technology Committee in its report (House Report 100-900) on the McCurdy-Ritter bill (Public Law 100-697, the National Superconductivity and Competitiveness Act of 1988, which became law on November 19, 1988). This act directs OSTP, in conjunction with the National Critical Materials Council, to establish a 5-year national action plan on superconductivity R&D. In reporting its bill to the full House, the committee noted OTA's analysis indicating that while U.S. government had moved aggressively to fund basic research on superconductivity, Japan had been more aggressive in establishing a national program, as well as OTA's findings concerning the relative commitments of U.S. and Japanese firms to commercialization. These latter findings were also cited during the House floor debate on the bill.

Subsequently, this report was extensively used by OSTP in formulating their 5-year action plan, as mandated in the McCurdy-Ritter bill. OSTP also conferred a number of times with ITE staff. Indeed, the action plan, the report of the Committee to Advise the President on High Temperature Superconductivity (popularly known as the Wise Men's report), and the creation of the National Commission on Superconductivity were all influenced by the OTA report, in particular through their common emphasis on taking a long-term view, designing stability into the research and development program, working closely with industry, and supporting R&D consortia.

2. In another instance of OTA's impact on policy making and legislative drafting in the Executive Branch, the Department of Commerce recently confirmed the point made strongly in OTA's Special Report, Trade in Services: Exports and Foreign Revenues, that the positive contribution of services trade to our balance of payments has been greatly underestimated. In both Trade in Services and International Competition in Services, OTA made a strong case for a new benchmark survey of the kind recently completed. OTA also presented a strong technical rationale for the survey in coordination meetings with the Office of the U.S. Trade Representative (which was responsible for the Federal task force on services trade data), and with the Bureau of Economic Affairs of the Department of Commerce.

3. The FY90 Conference report on EPA appropriations eliminated $8.2 million worth of contracting and consultant services from the President's requested EPA budget. The conferees' concern about the "Agency's impulse to turn to contractors and consultants as a first resort on [certain tasks] which should be the responsibilities of a competent and professional Federal work force" stems from OTA's background paper Assessing Contractor Use in Superfund, highlighted by Senator Pryor in hearings in 1989.

4. Senator Heinz read the entire text of OTA's study, Paying the Bill: Manufacturing and America's Trade Deficit, into the Congressional Record. In his speech on the floor, Sen. Heinz described that report as "an important testament to some of the more intractable problems [in manufacturing and trade] we face", and as "making reality crystal clear." The senator also cited the report, Commercializing High Temperature Superconductivity, in his remarks on the problems the U.S. faces in moving from scientific concept to commercial product.

International Security and Commerce

1. ISC's ongoing assessment of Space Transportation Technologies has assisted work in the House Committee on Science, Space, and Technology on a bill (H.R. 2674) to "encourage the development....of a competitive U.S. space transportation industry." It has also contributed to deliberations within the Subcommittee on Space Science and Applications concerning future government investment in space transportation.

2. OTA testified before the Subcommittee on Defense Industry and Technology of the Senate Committee on Armed Services for their deliberations on the FY89 and FY90 defense authorization bills.

3. OTA testified before both Senate Foreign Relations and House Foreign Affairs (Subcommittee on Arms Control, International Security, and Science) on seismic verification of nuclear testing treaties.

4. ISC delivered a staff paper reviewing the DOE "2010" report to the Senate Committee on Armed Services as input to its deliberations on cleaning up and modernizing the nuclear weapons construction sites.

10.5. Changes in Prior Plans for FY 1989 for the Energy, Materials, and International Security Division

During Fiscal Year 1989, the Energy, Materials, and International Security Division essentially accomplished its goals, with approved modifications and additions to meet the changing needs of Congress. These changes reflect the inherent uncertainty of research and the attendant need to be able to make adjustments.

(Please see the chart on page 20 for the breakdown of the differences in estimated and actual Division spending for FY 1989.)

10.6. FY 1990 and FY 1991 Priorities for the Energy, Materials, and International Security Division

A Division's work is determined by the expressed needs of Congressional Committees, so we cannot safely predict an agenda, but an illustrative list of subjects that are representative of the kinds of new assessments that we may be asked to undertake can be prepared. Such an exercise, using a wide variety of information sources, helps sharpen the discussions between OTA staff and Congressional Committees. It also reflects one of the charges Congress assigned to OTA: foresight about emerging technology. Of course each Division can undertake only a few new assessments each year, so this list should be viewed only as representative of potential subjects for the assessments that the Energy, Materials, and International Security Division may be asked to undertake in Fiscal Years 1990 and 1991. Because OTA works hard to be responsive to changing Congressional needs, new work is often significantly different from OTA's prospective list, but it usually does contain some of the identified issues.

Energy and Materials

Energy Efficiency

Environmental policy and/or economic conditions are increasingly providing incentives for pursuing or mandating energy efficiency and conservation in many economic

sectors of the U.S. economy. The study would assess the gains that we could expect to achieve at that point, given current technologies and expectations for future improvements. The assessment would determine the status of U.S. energy efficiency in all economic sectors, as well as the outlook for our R&D efforts and the direction that they are taking under current federal policies.

Nuclear Power Plant Decommissioning and Life Extension
Over 25% of all U.S. nuclear power plants will reach the end of their design lives during the next 15 years. Decisions will have to be made, starting relatively soon, on whether to decommission them or make the necessary investments to extend their lifetimes. In some cases the decision will be easy, especially when the plant has been operating poorly or has been shut down for major safety inadequacies. Some plants, however, have been great economic assets, and there will be strong incentives to keep them operating. This study will examine the technologies involved in decommissioning and life extension; evaluate the implications for safety, costs, and electric power generation; and define the public policy decisions that will have to be made.

Recycling of Materials
Interest in recycling has been renewed by the problems of waste disposal (including limited landfill capacity and intensifying waste toxicity) and increasing global energy use and pollution. However, the role of materials recycling in combating these problems in unclear. Can the technologies and institutions keep pace with the more highly engineered materials being used? For example, most polymer matrix composites in use today have cured thermosetting matrices that have little scrap value. This study would examine the technologies for recycling metals, glass, plastics, and advanced materials.

Social Costs of Energy Consumption
A common complaint of energy policymakers is that they are forced to make policy choices about energy systems without a clear understanding of the comparative social costs of alternative systems. Previous attempts at evaluating comparative social costs focused primarily on human health impacts, especially injuries, illnesses, and fatalities. Other costs, generally left out of these analyses, include an array of ecosystem effects, employment impacts, land use impacts, aesthetic changes, and others. Also, costs can include distributive impacts, e.g. inter- and intra-regional shifts in jobs, changes in income distribution, and so forth. In this study, OTA would examine and review past attempts at establishing such methods and create a framework under which a credible method appropriate to U.S. policymaking could be constructed.

Energy Storage Technologies
Electricity, unlike other fuels, cannot easily be stored. It must be produced on demand, and fluctuations in demand require electric utilities to build and operate generating capacity to meet peak demand. This peak capacity, although rarely used, is quite expensive. This assessment would examine energy storage technologies, their status and future prospects, and their potential impacts on industry structure.

Materials for the Information Age
This assessment will examine opportunities for the use of new electronic and optical materials and processing technologies which are expected to become critical to the economy and the national defense in the future; it will analyze the technical and economic barriers to the realization of these opportunities; and it will examine trade-offs in funding these different areas. Factors which are likely to affect the international competitiveness of US firms in these fields will be considered, and special attention will be given to the problem of transferring technology from the military to civilian spheres and from the national labs to the commercial sector.

Industry, Technology and Employment

Defining the Technology Base for a Developed Economy
The United States is falling behind its principal economic competitor, Japan, in both process and product technologies; at the same time, European nations have been attempting to rebuild their technological capabilities. We need to come to grips with a fundamental question: what technologies will be critical for supporting a competitive array of industrial sectors in the future? This assessment would compare systems for generating industrial technology in the triad nations, including public and private decisionmaking processes and spending levels (time horizons, mechanisms for setting priorities) and the activities of public and private performers of R&D (companies large and small, national laboratories, universities). It would also compare patterns of technology diffusion and use. Building on past assessments of competitiveness, OTA's analysis would concentrate on the R&D and product/process development upstream of the marketplace.

Trade With Eastern Europe
The countries of the Warsaw striving to revitalize their economies with market economics and decreased military expenditure claim they need trade and technology from the West. U.S. policymakers fear that an infusion of aid and investment would be squandered unless market mechanisms that can efficiently use them are first installed. National security interests prevail in the discussion of technology transfer. The study would include an analysis of trade and investment in Eastern Europe, outlining industries and technologies that are suitable and unsuitable for trade, and would appraise the implications for U.S. competitiveness of trade or non-trade in Eastern Europe. Eastern European technological strengths would also be assessed. Strategies for the development of trade and investment in Eastern Europe would be evaluated.

Foreign Investment in the United States
Foreign investment in the United States is now higher than U.S. investment abroad, for the first time since World War I. It does create some jobs, but it is probably a modest number. If Americans increasingly make their living by selling their labor without collecting a return on capital, it may become harder to raise our standard of living. Also, it is not clear whether foreign investment will be a rich source of new technology. This assessment would explore the current experience in the U.S. with foreign ownership, placing particular emphasis on technology transfers, employment effects, flows of returns on capital, and effects on the trade balance. It would also examine the how other nations -- particularly Japan and European Community countries -- have encouraged and are encouraging technology transfers by foreign investors.

Environmental Pressures and Industrial Competitiveness: Opportunities for U.S. Industry
American industry--already confronting major competitive challenges--is being newly stressed from heightened public environmental concerns and their regulatory consequences. But more demands for environmental benefits, both here and abroad, also create opportunities for American industry. Environmental and health concerns and waste management problems open up opportunities for manufacturing and marketing new, environmentally benign, low waste, or "green" industrial and consumer products. This study will focus on emerging environmental opportunities for American industry and the likely competition from foreign industries. The study will address industry and trade issues (e.g. how U.S. industry is responding to the new pressures); technical and social issues (e.g. to what extent new, environmentally sound process and product development is constrained by available technology and skills; and public policy issues (e.g. whether new Federal policies could help develop new markets and new business opportunities for U.S. companies).

Technology Transfer
The U.S. has lost its technological lead in some important fields, and is losing its lead in others. Because technology lies at the heart of future prosperity, this widespread loss of leadership is a serious problem. There are two sides to addressing this issue, and most attention has been paid to the creation of new technology. However, the transfer of technology to the place where it is needed represents an equally important opportunity. This assessment will evaluate efforts in this area, especially efforts to improve the inward flow of technology to the U.S. from abroad. The assessment would also examine practices abroad and the practices of foreign-owned and run corporations in the U.S. Drawing on cases of successful technology transfer, the assessment would suggest improved or even model practices, and would develop options for government actions that could be supportive.

Arresting the Slide: Retaining and Regaining Competitive Advantage in Computer Hardware and Software
There is only one indisputably critical set of industrial activities and technologies: computer hardware and software. Computers run factories and defense systems, help airplanes fly and physicians diagnose diseases. And complex calculations that can only be performed on computers help engineers to design factories, microchips and automobiles, and scientists to conduct experiments, analyze data, and build new theories. At present, the United States retains a substantial though shrinking lead over its international rivals in both the hardware and software of computing systems. This assessment will explore areas of current and future U.S. strength and weakness in the full range of computing technologies (including human resources), identify the applications that will be most important for future competitiveness, and analyze policy options for protecting and extending the U.S. position in this set of technologies and industries.

International Security and Commerce

New Technology and Conventional Force Reductions
Maintaining NATO cohesion while making the transition to lower force levels will require the application of new operational ideas, as well as new military technologies. This assessment would examine: technology for monitoring forces both for verification of agreed reductions and for building confidence that an attack is not imminent; new technologies for armored combat vehicles (e.g. tanks) and technologies for countering them; "defensive defense" and other novel approaches to NATO defense; the potential role of technology in restructuring NATO forces at much lower overall levels. It would examine the interaction of relevant military technologies, force restructuring, and negotiated force reductions, and suggest and analyze options for technical development and force restructuring.

The Future of U.S. Defense Industries
The nation faces a fundamental decision: what does it want the future of the defense industry to be? Should we let the market take its toll on these companies, or should we protect design and manufacturing facilities and staffs as national assets? Neither course is a simple one. Should the government be actively involved in "converting" defense capacity to the manufacture of consumer goods? How will the future of defense industries affect the engineering professions? Congress is pulling strongly in a number of contradictory directions, trying to maintain a domestic capacity for all defense needs, control costs, keep specific projects alive for constituents, and tightly rein in abuses. This assessment would examine these problems in detail and analyze options for dealing with them.

The Future of Strategic Forces
This assessment would provide an across-the-board examination of U.S. strategic forces and their potential evolution, taking into account new technologies and possible arms control regimes. It would explore how force structures and arms control proposals might be developed in tandem. Of particular interest are: the role of mobility in strategic forces; cruise missile technology; the future security of submarine-based nuclear forces; the practical application (if any) of technology flowing from the SDI program; novel delivery systems (including boost-glide vehicles and space-based weapons); and non-nuclear warheads. The assessment would examine potential future arms control measures including both force limitations and testing bans, and the consequences of drastic reductions in weapons-grade fissionable material.

The Diffusion of Military Technology
Advanced military equipment and technology--once the exclusive preserve of a few advanced states--has recently displayed an alarming propensity to diffuse worldwide. Several of our European Allies have traditionally relied on exports to support their arms manufacturers, and as defense spending contracts, they are becoming more aggressive salesmen. U.S. companies are looking increasingly to lucrative export sales, as are other industrial powers. But increasingly the Third World is developing its own modern weapons, including the most deadly and destabilizing kinds: nuclear explosives, poison gasses, and ballistic missiles. And many--such as China, Indonesia, and Brazil--are beginning to see arms exports as a source of foreign sales. At a time when the U.S. and U.S.S.R. are seemingly moving toward defusing their cold war confrontation, the rest of the world shows the potential for becoming much less stable. This assessment would examine these trends and suggest and analyze possible policy approaches for the U.S.

Destructive Radio Pulse Technology
In recent years, the popular press has carried articles alleging and decrying a "Zap Gap" between Soviet and U.S. progress in technology for generating powerful radio pulses to upset or damage electronic equipment or incapacitate personnel. This assessment would analyze the *real* problem, i.e., whether and how to protect U.S. military and civil equipment from powerful radio pulses that could be generated by weapons that could be built based on exotic or commonplace technology.

The Internationalization of Space Activities
Recently, Western Europe and Japan have sharply increased their capabilities in space and are establishing ambitious plans for the next century. The newly industrializing countries of Brazil, China, and India have made impressive strides in developing their own capabilities. These events have created a wider market for U.S. space goods and services, but also present a competitive challenge to U.S. industry. This assessment would address several specific topics: Japan in space; future international collaboration in space; Europe's role in military space; the private sector in space; and Soviet entry into commercial space activities.

10.7. Workload Data: Energy, Materials, and International Security Division

	1989 actual	1990 (est.)	1991 (est.)
Projects in Process - Beginning of Fiscal Year (1)	9	14	10
Projects Approved by TAB During the Fiscal Year	7	4	6
Reports Published During the Fiscal Year (2)	4	8	5
Projects in Process - End of Fiscal Year	14	10	11

(1) Projects in Process counts all TAB-approved activities. A project may produce more than one assessment report, or may produce no reports at all, therefore numbers are not additive. Projects in press or under TAB review are counted.

(2) Reports includes full assessment reports and special reports, but not technical memoranda, background papers, or staff papers.

10.8. STAFFING OF THE DIVISION

Schedule E1

Office of Technology Assessment
Energy, Materials, and International Security Division
Direct and Indirect Employees

Classification	Number of Employees			Dollars		
	FY1989	FY1990E	FY1991E	FY1989	FY1990E	FY1991E
Staff Allocation (permanent positions)	36	36	36	---	---	---
11.1 Full-Time Permanent						
Full-Time Permanent	36	36	36	1,987	2,072	2,281
Part-Time Permanent	0	0	0	0	0	0
11.3 Other Than Full-Time Permanent						
Temporary	8	10	10	360	525	555
Intermittent/Consultants	9	10	10	0	0	0
25.0 Other Services (Contracts for on-site personal services) 1/	8	4	4	121	58	62

1/ Includes individuals, whose services are obtained under contract with the individual or an organization, performing on-site services (in agency workspace) for six months or more during a twelve month period.

11. DIVISION B: HEALTH AND LIFE SCIENCES

1. SCHEDULES A1, B1, AND C1 FOR THE DIVISION

Schedule A1

Office of Technology Assessment
Health and Life Sciences Division
Summary
By Object Class

CATEGORIES	FY 89 ACTUAL DOLLARS ($000)	FY 90 ESTIMATE DOLLARS ($000)	FY 91 ESTIMATE DOLLARS ($000)	NET CHANGE 90/91 DOLLARS ($000)
Breakdown by Object Class:				
11 Personnel Compensation	2,360	2,591	2,794	203
12 Personnel Benefits	437	421	464	43
13 Benefits to Former Personnel	3	7	7	0
21 Travel	90	93	98	5
22 Transportation of Things	5	5	5	0
23 Rent, Communication and Utilities	1	1	1	0
24 Printing and Reproduction	167	181	195	14
25 Other Services	895	869	1,200	331
26 Supplies and Materials	32	47	49	2
31 Equipment	42	60	63	3
32 Land and Structures	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0
Total	4,032	4,275	4,876	601

Schedule 31

Office of Technology Assessment
Health and Life Sciences Division
Analysis of Change to Budget Base
By Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS	PRICE LEVEL CHANGES	PROGRAM TYPE CHANGES			TOTAL CHANGES
			LEGISLATION	WORKLOAD	EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.	
	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)
Breakdown By Object Class:						
11 Personnel Compensation	203					203
12 Personnel Benefits	43					43
13 Benefits to Former Personnel	0					0
21 Travel		5				5
22 Transportation of Things		0				0
23 Rent, Communications and Utilities		0				0
24 Printing and Reproduction		14				14
25 Other Services		72		259		331
26 Supplies and Materials		2				2
31 Equipment		3				3
32 Land and Structures						0
42 Insurance Claims and Indemnities						0
Total	246	96	0	259	0	601

Schedule C1

Office of Technology Assessment
Health and Life Sciences Division
Detailed Analysis of Changes

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1990	36	4,377
Minus: Drug Initiative P.L. 101-164		(27)
Minus: G-R-H Sequestration P.L. 99-177		(73)
Budget Base, 1990	36	4,275

	1991 Request	
	Staff	Amount ($000)
I. Adjustments to Base		
A. Mandatory Pay and Related Costs		246
1. Merit increases and promotions averaging 3.5%.		91
2. Corresponding 3.5% increase of benefits averaging 18%.		13
3. Miscellaneous benefit cost increases.		12
4. Annualization of FY '90 cost-of-living adjustment.		26
5. Impact of congressional pay raise including benefits.		42
6. Estimated FY '91 cost-of-living adjustment.		40
B. Price Level Changes		96
1. Travel related inflation of 5.0%.		5
2. Printing and supplies inflation of 7%.		14
3. Other services inflation.		72
4. Supplies and materials inflation of 4.6%.		2
5. Equipment inflation of 4.6%.		3
C. Program Type Changes		0
1. Legislation		259
2. Workload	259	
a. Restoration of contracting services.		0
3. Equipment, Alterations, Maintenance, Repairs, Etc.		
II. Net Increase/Decrease Requested	0	601
III. Total Appropriation Request, 1991	36	4,876

11.2. EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR DIVISION B

Office of Technology Assessment
Health and Life Sciences Division

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C		
A. MANDATORY PAY AND RELATED COSTS	Staff	Amount ($000)
1. Merit increases and promotions averaging 3.5% agency-wide.		91
2. Corresponding 3.5% increase in benefits which average 18% agency-wide associated with merit increases and promotions.		15
3. Miscellaneous cost increases including the annualization of FY '90 health increases plus planned FY '90 increases.		12
4. Annualization of cost-of-living adjustment effective January 1990.		26
5. Impact of P.L. 101-194 on congressional pay and corresponding benefits.		62
6. Fifty percent of FY '91 cost-of-living adjustment effective January 1991 per OMB memorandum.		40
B. PRICE LEVEL CHANGES	Staff	Amount ($000)
1. Travel related inflation rates of 5.0% applied to FY '90 base due to expected rise in plane fares and car rental costs.		5
2. Printing and supplies inflation rate of 7% (according to GPO Circular Letter No. 307 (dated April 28, 1989) applied to FY '90 base.		14
3. Other services inflation rate of 4.6% applied to FY '90 base except for research contracts, for which 10% inflation rate was applied.		72
4. Supplies and materials inflation rate of 4.6% applied to FY '90 base.		2
5. Equipment (including furniture, permanent books, ADP equipment) inflation rate of 4.6% applied to FY '90 base.		3
C. PROGRAM TYPE CHANGES	Staff	Amount ($000)
1. Legislation		0
2. Workload		
2a. Restoration of contracting dollars to provide for additional contracts, increased contract competition, and expanded work statements across-the-board.		259
3. Equipment, Alterations, Maintenance, Repairs, Etc.		0

11.3. Role of the Health and Life Sciences Division

The Health and Life Sciences Division comprises 3 programs: Biological Applications; Food and Renewable Resources; and Health.

The Biological Applications Program assesses state-of-the-art technologies arising from the cutting edge of biological science. Its broader responsibility is to help Congress understand complex technologies in biomedical sciences. Early warning is very much a part of the Program's charter, and some studies explore potential future applications of biological technologies. Because many of these new technologies have potential impacts that are of great social and political significance, ethical analysis is often a component of the assessments conducted by the Program.

The scope of the Food and Renewable Resources Program includes all agriculture-related technologies used to provide society with food, fiber, and chemicals, and technologies that enhance or jeopardize the ability to sustain in perpetuity the renewable resource bases that make such production possible. Agriculture itself is defined in the broad sense, including all crop and livestock production and forestry. Attention also is given to the impact that technology has had and is likely to have on how the agricultural system is organized, who controls it, and where it is heading. Further, the Program covers renewable resources that presently may not be considered or produced as crops, but that support such production and are fundamental to human needs.

The charter of the Health Program, the analysis of technological applications that affect human health, is reflected in three primary types of efforts: 1) assessments of clinical and general health care technologies and related policy areas; 2) assessments in the area of environmental and occupational health; and 3) collaboration with, and assistance to, other Programs on health-related issues in projects. The relationship of health care technology to financing, organization, and systems issues is a growing area of Program activity due to increased and focused Congressional interest. The Program's responsibilities include mandated reviews of protocols for studies of Agent Orange and of health effects among military personnel exposed to atomic bomb tests.

11.4. Accomplishments of the Health and Life Sciences Division

In FY 1989, the Health and Life Sciences Division published 3 assessment reports and 1 special report:

- Technologies to Detect Pesticide Residues in Food
- Enhancing the Quality of U.S. Grain in International Trade
- Grain Quality in International Trade: A Comparison of Major U.S. Competitors
- New Developments in Biotechnology: Patenting Life (Special Report)

In addition, the Division produced 1 background paper, 10 staff papers, and testified 9 times.

Listed below are several examples of direct legislative use of the Division's work:

Biological Applications

1. OTA updated information in the assessment report, Losing a Million Minds: Confronting the Tragedy of Alzheimer's Disease and Other Dementias, to prepare a comparison of Federal biomedical research expenditures for Alzheimer's disease, cancer, heart disease and AIDS for the House Select Committee on Aging. Congressman Roybal used the information in a hearing at which he introduced the Comprehensive Alzheimer's Assistance, Research and Education Act (H.R. 1490).

Staff of the House Committee on Energy and Commerce, Subcommittee on Health and the Environment, and Congressman Ron Wyden's staff consulted with OTA project staff about legislative language to describe eligibility for services in the Medicaid Frail Elderly Community Care Amendments of 1989 (H.R. 1453), which were later incorporated in the omnibus budget reconciliation legislation.

2. OTA's recent special report, New Developments in Biotechnology: Patenting Life, was cited by Rep. Robert Kastenmeier, Chairman of the House Judiciary Subcommittee on Courts, Intellectual Property, and the Administration of Justice, in introducing H.R. 1556 (the "Transgenic Animal Patent Reform Act") and H.R. 1557 (to regulate the use of transgenic animals). OTA staff testified at a Subcommittee hearing on September 13, 1989 on H.R. 1556.

   OTA staff for Patenting Life were consulted by the Senate Judiciary Subcommittee on Patents, Copyrights, and Trademarks regarding potential legislation regarding biotechnology and subject matter patentability.

   Hearings before the House Judiciary Subcommittee on Courts, Intellectual Property, and the Administration of Justice also featured this study. All witnesses appearing before the Subcommittee were asked to choose which OTA options they preferred, and to compare OTA's options to those chosen by the sponsors of H.R. 1556.

3. OTA staff for the ongoing assessment, Biotechnology in a Global Economy, conducted a workshop on Coordination of Federal Biotechnology Research and Regulation that was designed, in part, to provide requesting committees with Federal agency views on research and regulatory issues. Staff of the requesting committees participated in the workshop.

Food and Renewable Resources

1. In the Congressional Record of April 6, 1989, Senator Dodd is quoted as citing OTA's report, Pesticide Residues in Food: Technologies for Detection, as partial justification for his support of the Food Safety Amendments of 1989.

2. The Chairman and Ranking Minority Member of the House Committee on Science, Space, and Technology wrote to OTA on January 27, 1989, stating that, "the National Biological Diversity Conservation and Environmental Research Act, which was introduced during the Second Session of the 100th Congress and had 90 cosponsors, relied upon many of OTA's options." These options were provided in contained in OTA's study on Technologies to Maintain Biological Diversity. Findings and options from this report were used extensively in drafting H.R. 1268, which will likely go to markup in late 1989. Companion legislation is contained in Sen. Gore's Comprehensive Global Protection bill (S. 210).

3. Staff of the Senate Committee on Agriculture used OTA's 1984 report, Technologies to Sustain Tropical Forest Resources, to prepare legislation on global warming. One of OTA's options, to include agroforestry research in various international agricultural research centers, was included in the bill.

4. The Senate and House Agriculture Committees are using OTA's report Enhancing the Quality of U.S. Grain for International Trade to prepare legislation on the grain industry. Many of the policy options in the report are being seriously considered in the legislation.

5. The House and Senate Agriculture Committees are using information gathered for the on-going study, Emerging Agricultural Technologies: Issues for the 1990s, to prepare legislation on the structure, organization, and funding of the U.S. food and agriculture research system. The Committees are also using information generated by the project on the impact of new technologies (mainly biotechnology) on the dairy industry in drafting the 1990 Farm Bill.

6. Multiple recommendations from the Grassroots Development: The African Development Foundation (ADF) study were found in the bill making appropriations for foreign assistance (H.R. 2939) for the fiscal year 1990. Rep. Wolpe used OTA's study to formulate the language for the House bill.

   OTA staff met with the Senate Appropriations Foreign Operations Subcommittee staff and discussed the Locust report and other issues concerning ADF of interest to the committee. Recommendations were given to staffers in the writing of two sections of the Committee Report accompanying the FY 1990 Appropriations bill, dealing with desert locusts and grasshopper infestations, and integrated pest management.

7. This year OTA assisted the House Committee on Appropriations in the analysis and preliminary drafting of issues to be included in new legislation on Debt-for-Nature Swap for developing countries. Two OTA assessments, Technologies to Sustain Tropical Forest Resources and Technologies to Maintain Biological Diversity, provided the basis for much of the underpinnings of the new legislation (H.R. 3010). In addition, material in OTA's 1987 staff paper, Aid to Developing Countries: The Technology/Ecology Fit, played a part in developing the new legislation.

8. The House Foreign Affairs Committee's Hamilton Commission used numerous OTA publications to prepare a report on the reorganization of the U.S. Foreign Assistance Act (FAA), including: Technologies to Sustain Tropical Forest Resources, Technologies to Maintain Biological Diversity, Innovative Biological Technologies for Lesser Developed Countries, Grassroots Development: The African Development Foundation, Enhancing Agriculture in Africa: A Role for Development Assistance, Science and Technology for Development, and Africa Tomorrow: Issues in Technology, Agriculture, and U.S. Foreign Aid.

Health

1. H.R. 665, a bill to amend the Drug-Free Schools and Communities Act of 1986 to require that grant funds provided under the Act be used to provide education relating to the use of tobacco products, and to prohibit the sale of cigarettes to minors, referred to a staff paper produced by OTA in 1985 that estimated that smoking costs the people of the United States $43 billion in lost production and $22 billion for related diseases each year.

2. In the debate on S. 339, the Infant Mortality and Children's Health Act of 1989, Senator Shelby stated that: "These low birthweight babies are at the greatest risk for high mortality and morbidity, according to an Office of Technology Assessment study. Neonatal intensive care for these babies is also one of the most costly of all hospital admissions. The OTA reported that the U.S. health care system saves somewhere between $14,000 and $30,000 in hospitalization and long-term care costs for every low birthweight birth avoided." The OTA report was entitled Case Study #38: Neonatal Intensive Care for Low Birthweight Infants: Costs and Effectiveness.

3. Staff of the Health Program's Rural Health Project provided a briefing and background information for the use of the Senate Rural Caucus at a press

conference it held on various issues of rural health delivery and status.

4. OTA provided background information and statistics on obstetrician rates of participation in Medicaid to Congressman Leland for use in a hearing related to that topic. The information was developed for our assessment, Healthy Children.

   OTA provided information gathered during this assessment on childhood immunizations, well-child care, and maternal and child health outreach programs for preschool children to Senator Dodd. These were requested as part of an initiative on child health and immunizations.

5. Based on OTA's work (a staff paper and workshop) related to the National Academy of Sciences' Medical Follow-up Agency, Senator Cranston wrote to the Department of Veterans Affairs, the Department of Defense, and the National Institutes of Health, asking them to provide core funding of $500,000 for five years (split 40 percent, 40 percent, and 20 percent). After all three agencies responded negatively, Senator Cranston wrote to the Chairs of the Senate Appropriations Committee and the three relevant Appropriations subcommittees -- VA, HUD, and Independent Agencies; Defense; Labor, Health and Human Services, Education, and Related Agencies -- urging them to "develop a joint proposal to support MFUA" for 5 years, as OTA recommended. In the letter, Senator Cranston stated the conclusions of our staff paper to support the request.

6. OTA presented testimony on the medical safety and appropriateness of having optometrists provide postoperative care to cataract surgery patients at a hearing held by the House Ways and Means Committee on fiscal year 1990 budget issues relating to Medicare reimbursement for outpatient surgery. A staff paper, Appropriate Care for Cataract Surgery Patients Before and After Surgery, provided the basis for this testimony, and the paper's text was also printed in the record of hearings held by the Senate Special Committee on Aging. In addition, more than a dozen Members of Congress asked OTA to respond to constituent mail on the appropriateness of having optometrists provide postoperative care to cataract surgery patients.

7. OTA's case study, Nurse Practitioners, Physician Assistants and Certified Nurse Midwives: A Policy Analysis, was quoted by Senator Daschle in the floor statement as justification for the aims of his bill, S. 1384, which called for the amendment of the Social Security Act to allow direct reimbursement of nurse practitioner or clinical nurse specialist services in rural areas under Part B of the Medicare Program. Nurse Practitioners was also cited by staff to Senator Inouye in a speech concerning the reimbursement of non-physician health professionals.

   Rep. Edward Roybal, chairman of the House Select Committee on Aging, also relied on information from Nurse Practitioners when he introduced the Nursing Shortage and Nurse Reimbursement Incentive Act as a strategy to attract more nurses. He used the OTA study to reinforce his argument that reimbursing nurse practitioners in place of physicians, when appropriate, would reduce health care costs.

8. OTA provided background information and briefings to committees drafting legislation to increase Department of Health and Human Services funding for "effectiveness and outcome research" (health services research related to the effectiveness of medical technologies and to the assessment of quality using patient outcomes). In September of 1989, OTA was a co-sponsor and organizer of a conference on Effectiveness Research, at which Congressman Gradison and Congressman Moody spoke.

9. Senator Bentsen and the Senate Finance Committee used background material, including the OTA definition of technology dependent children, in putting together its finance package for home care for chronically ill children. The information and definition are from OTA's technical memorandum, Technology-Dependent Children: Hospital v. Home Care. H.R. 832, which would expand Medicaid coverage for technology-dependent children, also adopted OTA's definition of "technology-dependent children.

11.5 Changes in Prior Plans for FY 1989 for the Health and Life Sciences Division

During Fiscal Year 1989, the Health and Life Sciences Division essentially accomplished its goals, with approved modification and additions to meet the changing needs of Congress. These changes reflect the inherent uncertainty of research and the attendant need to be able to make adjustments.

(Please see the chart on page 20 for the breakdown of the differences in estimated and actual Division spending for FY 1989.)

11.6 FY 1990 and FY 1991 Priorities for the Health and Life Sciences Division

A Division's work is determined by the expressed needs of Congressional Committees, so we cannot safely predict an agenda, but an illustrative list of subjects that are representative of the kinds of new assessments that we may be asked to undertake can be prepared. Such an exercise, using a wide variety of information sources, helps sharpen the discussions between OTA staff and Congressional Committees. It also reflects one of the charges Congress assigned to OTA: foresight about emerging technology. Of course each Division can undertake only a few new assessments each year, so this list should be viewed only as representative of potential subjects for the assessments that the Health and Life Sciences Division may be asked to undertake in Fiscal Years 1990 and 1991. Because OTA works hard to be responsive to changing Congressional needs, new work is often significantly different from OTA's prospective list, but it usually does contain some of the identified issues.

Biological Applications

Biomedicine of Addiction
There is considerable congressional interest in technical/neuroscience approaches to addicting drugs; pharmaceutical approaches have been and are being developed to combat their effects, and more is being learned about the biological basis of their addicting and other properties. After some delay funding of research in this area has been directed to the National Institute on Drug Abuse. Congress needs to understand what such approaches can contribute to the war on drugs and what needs to be done to improve our understanding of these approaches. This study would be carried out in cooperation with a complementary effort in the Health Program.

Quality Assurance of Long Term Care of Elderly Citizens
Congress has mandated a major look at long term care issues by establishing the "Pepper Commission". There will be a need to follow up and extend the work of this commission. One possible effort would characterize long term care facilities, identify and evaluate measures of their adequacy, apply these measures, and develop policy options that could help provide high quality long term care for elderly Americans.

Biological Technologies to Support Humans in Space
With the announcement of the nation's commitment to a manned flight to Mars, the Congress will need to know more about the physical, psychological, and social factors that facilitate or inhibit effective human functioning in long duration space missions, and about the biology of closed environments essential to the design of small, self-sustaining ecological systems. Such a study involves work in plant biology, food sciences, nutrition, human biology, and medicine to name a few.

Risk Assessment and Management for Non-Cancer Environmental Toxins
Federal efforts in health risk assessment and management have tended to focus most heavily on risks that involve human exposures that might lead to cancer. However, Congress has expressed an increasing interest in non-cancer health risks in the environment. There are a number of kinds of effects or organ systems that could be involved, including some that are only recently appreciated. Such work is a logical follow on to recent efforts regarding neurotoxins and chemical hypersensitivity/immunotoxins.

Keeping Older People in the Workplace
Demographic trends indicate that it will be increasingly important to retain older people in the workplace because of the decreasing supply of younger workers. However, there are declines in physical and mental capacity with age that vary with the individual and that will differently affect the performance of older workers. Technical, institutional, and policy approaches to compensate for the effects of physiological decline in age should be evaluated.

Food and Renewable Resources

Agricultural Alternatives to Illegal Drug-crop Production
Heightened concern over the impacts of illegal drug use and production on man and the environment has stimulated interest in agricultural approaches to eradicate or provide alternates to coca cultivation. Ongoing and past domestic and international agricultural approaches to reducing drug-crop production would be assessed for beneficial and adverse biological and socioeconomic impacts. The potential adverse and beneficial impacts of agriculturally related eradication efforts (e.g., bio-control, herbicides) would be examined particularly with respect to future agricultural productivity.

Agricultural Technology Transfer: U.S. Participation in the Global Agricultural Research System
Most of the recent growth in the agricultural research system, and the corresponding science and technology it has generated, has occurred outside the United States. This trend has led to concerns that the United States is becoming a net importer of agricultural technology and warnings that it will need improved access to agricultural innovations and germplasm from abroad if it is to remain competitive in global markets. U.S. technical assistance to other countries is generally viewed as a one-way transfer of knowledge and technology. In fact, U.S. agriculture has also gained efficiency and expanded overseas markets as a result of this work. This study would examine the nature of this technology exchange, and assess its costs and benefits to the future of U.S. agriculture.

Improving Productivity of Degraded Resources
Mismanagement of resource production systems and extension of production systems into marginal areas has adversely affected productivity of many ecosystems and, in extreme cases, may have eliminated productive uses of resources. World population increases and ensuing demands on remaining resources can be expected to exacerbate resource degradation. This OTA study would focus on ecosystems that contribute to food and fiber production. OTA could: (1) identify and assess technologies to restore

ecosystem productivity and their potential environmental and social impacts; (2) identify institutions researching and implementing these technologies; and (3) identify impacts of these technologies on food and fiber production.

Advances in Integrated Pest Management
A significant portion of American farmers, concerned with the high costs, reduced effectiveness, and adverse health and environmental impacts of extensive pesticide use, are adopting alternative technologies to deal with pests. Special problems exist in implementing integrated pest management (IPM) in developing countries. Low-resource African farmers can little afford to purchase costly inputs, yet national priority is given to increasing agricultural production through greater pesticide use. For example, widespread spraying of insecticides, most donor-supplied, was the only technology used to counter locust and grasshopper upsurges in 1986-1989. This study would assess the recent advancements in IPM, identify gaps in technical knowledge and obstacles to IPM's adoption world-wide.

The Role of Renewable Resource Management in Disaster Mitigation
Historically, the United States has been highly responsive to disaster victims in other countries (e.g., floods, earthquakes, droughts, famines, and locust plagues), however, the costs of such assistance is increasing significantly. While the focus of disaster assistance commonly is crisis management, evidence supports approaching it as part of long-term natural resource management. Such crises are increasing greatly in developing countries where rapid population growth promotes migration into marginal lands (e.g. flood plains of Bangladesh). Further, industrialization in such area often may amplify effects of natural phenomena (e.g., increases of downstream flood waters as a result of upland forest clearing). Clearly, preventative approaches are needed that incorporate technical methods in land use planning and renewable resource management, and disaster prediction and effective response procedures.

The Growing Demand for Amenity Resources: Managing Renewable Resources for Tourism
Tourism is a common economic rationale for preservation of areas or resources of particular significance. Tourism, however, carries the seeds of its own destruction: the very resources that attract visitors are the ones most threatened by their activities. Technologies to integrate tourism with renewable resource management -- to maximize the benefits of tourism while minimizing its adverse impacts -- have not been assessed. OTA could examine: (1) trends in resource-related tourism; (2) relationship of tourism with environmental degradation; (3) technologies that integrate tourism with resource protection, agriculture, and fisheries; (4) opportunities to improve tourism's role as public environmental educator; and (5) role of Congress in tourism development and renewable resource management.

Technology for a Diverse Agriculture
American agriculture is rapidly evolving into two distinct and separate components -- commercial and part-time agriculture. Commercial farms represent about 15 percent of all farms but produce 90 percent of the food supply. In contrast, part-time farms account for 85 percent of all farms and produce 10 percent of the food supply. Both types of farms are important to a competitive and environmentally benign agriculture. However, the technology needed for each type of farm may be quite different. Research has focused almost exclusively on commercial farms. This study would assess the diverse needs of commercial and part-time farms, identify technologies needed. and provide alternative institutional structures to develop and transfer the technologies.

Health

Drug Abuse Prevention & Treatment -- Reducing the Demand for Illegal Drugs
This study would focus on issues related to the demand for illegal drugs, including prevention and treatment of drug abuse. Topics would range from examining what is know about the root causes of addiction (both biological and environment factors) to analyzing the implications of drug legalization. This study will be carried out in cooperation with a complementary effort in the Biological Applications Program.

Worldwide Transmission of Viruses and Tropical Diseases
Since 1985, when OTA released its full assessment on tropical diseases, research and treatment for diseases and other health conditions of the developing world have improved in some significant areas, but in general these remain wide scale and extremely serious problems. Compounding the concern for the populations of these countries are increasing concerns that: 1) a large number of agents (e.g., potentially devastating viruses) are harbored in developing regions with a growing possibility of their being introduced to the industrialized world, and 2) diseases once thought confined to the tropical regions or less developed countries are more and more being seen in industrialized countries. This assessment would examine the evidence on whether these concerns are warranted and have the potential to become serious threats to health and would suggest options for dealing with current problems and anticipating future ones.

Cancer Center Clinical Trials and the Medicare Program
This project was initially proposed in the House reconciliation bill as a mandated study for OTA. It involves collecting original data on the clinical trials involving Medicare patients at the designated Cancer Centers (the Centers would be obligated to provide raw data to OTA as part of their contracts with DHHS). Analysis would center around the medical and financial implications of including elderly patients in clinical trials and having the patient care portion of their treatment paid for by Medicare.

Intrauterine Surgical Treatment of Fetal Abnormalities: Technology, Cost, and Implications for Medicaid
The past decade has witnessed an ever-increasing array of surgical techniques to treat fetal abnormalities in utero. These techniques, which are still largely experimental, raise numerous potential ethical and economic issues. This assessment would examine: 1) the technologies presently being used, their apparent effectiveness, and the conditions to which they apply; 2) the prevalence of those conditions (and the potential breadth of application of the technologies); 3) future possibilities for or changes in technologies; 4) potential ethical and legal issues raised by the application of these technologies; 5) present status of health insurance and Medicaid coverage; and potential future reimbursement issues.

Health Care and the Inner City
This assessment would examine the problems surrounding health care in the inner city. The problems specific to or much more prevalent in urban settings include such things as higher numbers of uninsured and poor people, higher homicide and violent crime rates, teenage pregnancy and other risk factors for higher infant mortality, homelessness, and substance abuse and treatment problems and disease incidence associated with it. The assessment would develop a set of options for dealing with the particular conditions associated with the delivery of health care in these settings.

11.7. Workload Data: Health and Life Sciences Division

	1989 actual	1990 (est.)	1991 (est.)
Projects in Process - Beginning of Fiscal Year (1)	17	18	12
Projects Approved by TAB During the Fiscal Year	5	4	6
Reports Published During the Fiscal Year (2)	4	10	6
Projects in Process - End of Fiscal Year	18	12	12

(1) Projects in Process counts all TAB-approved activities. A project may produce more than one assessment report, or may produce no reports at all, therefore numbers are not additive. Projects in press or under TAB review are counted.

(2) Reports includes full assessment reports and special reports, but not technical memoranda, background papers, or staff papers.

11.8. STAFFING OF THE DIVISION

Schedule E1

Office of Technology Assessment
Health and Life Sciences Division
Direct and Indirect Employees

Classification	Number of Employees			Dollars		
	FY1989	FY1990E	FY1991E	FY1989	FY1990E	FY1991E
Staff Allocation (permanent positions)	36	36	36	---	---	---
11.1 Full-Time Permanent						
Full-Time Permanent	35	35	35	1,618	1,697	1,848
Part-Time Permanent	2	2	2	57	54	57
11.3 Other Than Full-Time Permanent						
Temporary	30	32	32	685	840	889
Intermittent/Consultants	18	19	19	0	0	0
25.0 Other Services (Contracts for on-site personal services) 1/	1	4	4	7	86	90

1/ Includes individuals, whose services are obtained under contract with the individual or an organization, performing on-site services (in agency workspace) for six months or more during a twelve month period.

12. DIVISION C: SCIENCE, INFORMATION, AND NATURAL RESOURCES

1. SCHEDULES A1, B1, AND C1 FOR THE DIVISION

Schedule A1

Office of Technology Assessment
Science, Information, and Natural Resources Division
Summary
By Object Class

CATEGORIES	FY 89 ACTUAL DOLLARS ($000)	FY 90 ESTIMATE DOLLARS ($000)	FY 91 ESTIMATE DOLLARS ($000)	NET CHANGE 90/91 DOLLARS ($000)
Breakdown by Object Class:				
11 Personnel Compensation	2,478	2,693	2,907	214
12 Personnel Benefits	471	490	533	43
13 Benefits to Former Personnel	2	7	7	0
21 Travel	93	93	98	5
22 Transportation of Things	9	8	9	1
23 Rent, Communication and Utilities	3	2	2	0
24 Printing and Reproduction	128	139	149	10
25 Other Services	930	737	1,060	323
26 Supplies and Materials	31	45	47	2
31 Equipment	43	61	64	3
32 Land and Structures	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0
Total	4,188	4,275	4,876	601

Schedule B1

Office of Technology Assessment
Science, Information, and Natural Resources Division
Analysis of Change to Budget Base
By Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS	PRICE LEVEL CHANGES	PROGRAM TYPE CHANGES			TOTAL CHANGES
			LEGISLATION	WORKLOAD	EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.	
	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)
Breakdown By Object Class:						
11 Personnel Compensation	214					214
12 Personnel Benefits	43					43
13 Benefits to Former Personnel	0					0
21 Travel		5				5
22 Transportation of Things		1				1
23 Rent, Communications and Utilities		0				0
24 Printing and Reproduction		10				10
25 Other Services		61		261		323
26 Supplies and Materials		2				2
31 Equipment		3				3
32 Land and Structures						0
42 Insurance Claims and Indemnities						0
Total	257	82	0	262	0	601

Schedule C1

Office of Technology Assessment
Science, Information, and Natural Resources Division
Detailed Analysis of Changes

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1990	36	4,377
Minus: Drug Initiative P.L. 101-164		(27)
Minus: G-R-H Sequestration P.L. 99-177		(75)
Budget Base, 1990	36	4,275

	1991 Request	
	Staff	Amount ($000)
I. Adjustments to Base		
A. Mandatory Pay and Related Costs		257
1. Merit increases and promotions averaging 3.5%.		94
2. Corresponding 3.5% increase of benefits averaging 18%.		17
3. Miscellaneous benefit cost increases.		10
4. Annualization of FY '90 cost-of-living adjustment.		26
5. Impact of congressional pay raise including benefits.		69
6. Estimated FY '91 cost-of-living adjustment.		41
B. Price Level Changes		82
1. Travel related inflation of 5.0%.		5
2. Transportation services inflation of 4.6%.		1
3. Printing and supplies inflation of 7%.		10
4. Other services inflation .		61
5. Supplies and materials inflation of 4.6%.		2
6. Equipment inflation of 4.6%.		3
C. Program Type Changes		0
1. Legislation		282
2. Workload		262
a. Restoration of contracting services.		0
3. Equipment, Alterations, Maintenance, Repairs, Etc.		
II. Net Increase/Decrease Requested	0	601
III. Total Appropriation Request, 1991	36	4,876

12.2. EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR DIVISION C

Office of Technology Assessment

Science, Information, and Natural Resources Division

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C		
A. MANDATORY PAY AND RELATED COSTS	Staff	Amount ($000)
1. Merit increases and promotions averaging 3.3% agency-wide.		94
2. Corresponding 3.3% increase in benefits which average 18% agency-wide associated with merit increases and promotions.		17
3. Miscellaneous cost increases including the annualization of FY '90 health increases plus planned FY '90 increases.		10
4. Annualization of cost-of-living adjustment effective January 1990.		26
5. Impact of P.L. 101-194 on congressional pay and corresponding benefits.		69
6. Fifty percent of FY '91 cost-of-living adjustment effective January 1991 per OMB memorandum.		41
B. PRICE LEVEL CHANGES	Staff	Amount ($000)
1. Travel related inflation rates of 3.0% applied to FY '90 base due to expected rise in plane fares and car rental costs.		5
2. Transportation services inflation rate of 4.6% applied to FY '90 base.		1
3. Printing and supplies inflation rate of 7% (according to GPO Circular Letter No. 307 (dated April 28, 1989) applied to FY '90 base.		10
4. Other services inflation rate of 4.6% applied to FY '90 base except for research contracts, for which 10% inflation rate was applied.		81
5. Supplies and materials inflation rate of 4.6% applied to FY '90 base.		2
6. Equipment (including furniture, permanent books, ADP equipment) inflation rate of 4.6% applied to FY '90 base.		3
C. PROGRAM TYPE CHANGES	Staff	Amount ($000)
1. Legislation		0
2. Workload		
a. Restoration of contracting dollars to provide for additional contracts, increased contract competition, and expanded work statements across-the-board.		262
3. Equipment, Alterations, Maintenance, Repairs, Etc.		0

12.3 Role of the Science, Information, and Natural Resources Division

The Science, Information, and Natural Resources Division comprises 3 programs: Communication and Information Technologies; Oceans and Environment; and Science, Education, and Transportation.

The Communication and Information Technologies Program is concerned with technologies that create, read, store, manipulate, transmit, or display information. Primarily these are electronic technologies exemplified by computers and communications systems. The core responsibilities of the Program require monitoring the research and development of new information technologies and assessing the technological state of the art in these areas as well as trends in basic research and development. The Program also studies telecommunications regulation, information policy, and applications of information technology in the public sector.

The Oceans and Environment Program has responsibility for all ocean-related questions, including ocean resources and maritime policy, and for large-scale environmental issues, such as climate modification and water pollution. As a result of changing Congressional interest, the Program has developed capability for analyzing the difficult questions in which the overriding concern lies with the environmental effects of decisions. The work of the Program usually falls under one of five basic categories: federal services, natural resources, pollution control, marine industry, and large-scale environmental issues.

The Science, Education, and Transportation Program is responsible for work in the broad areas of science policy (basic research direction and resource allocation), education (in grade K through graduate school and programs for adults not based on job skills), and the more technology specific area of transportation. For purposes of Program development: (1) "science" includes issues surrounding the health of the scientific enterprise; (2) "education" refers to in-school and other methods, practices, and philosophy for people from early childhood through adult; and (3) "transportation" refers to all modes of transport - vehicular, rail, air, and water.

12.4 Accomplishments of the Science, Information, and Natural Resources Division

In FY 1989, the Science, Information, and Natural Resources Division published 3 assessment reports and 1 interim summary:

- Informing the Nation: The Future of Public Electronic Printing, Publishing, and Dissemination
- Catching Our Breath: Next Steps for Reducing Urban Ozone
- Polar Prospects: A Minerals Treaty for Antarctica
- Facing America's Trash: What Next for Municipal Solid Waste (Interim Summary)

The Division also published 1 special report, 1 technical memorandum, and 6 background papers:

- Safer Skies With TCAS: Traffic Alert and Collision Avoidance System (Special Report)
- Elementary and Secondary Education for Science and Engineering (Technical Memorandum)
- Issues in Medical Waste Management
- Evaluation of Options for Managing Greater-Than-Class-C Low Level Radioactive Waste
- Higher Education for Science and Engineering
- High School Vocational Education: Measures of Program Performance

- Technologies for Reducing Dioxin in the Manufacture of Bleached Wood Pulp
- Competition in Coastal Seas: An Evaluation of Foreign Maritime Activities in the 200-Mile EEZ

In addition, the Division prepared 5 staff papers and testified 14 times.

Listed below are several examples of direct legislative use of the Division's work:

Communication and Information Technologies

1. The Chairman of the Subcommittee on Procurement and Printing, House Committee on Administration, wrote that OTA's assessment, Informing the Nation, provided the impetus for the subcommittee's hearings on Title 44 of the U.S.C. with the following conclusion: "Congressional action is urgently needed to resolve federal information dissemination issues and to set the direction of federal activities for years to come." He also stated that the subcommittee would rely on OTA and its report in the legislative review hearings.

The Chairman of the Subcommittee on Legislative, House Committee on Appropriations, made the following statement at the subcommittee's hearing: "the timing of these hearings could not be more appropriate. As the Office of Technology Assessment (OTA) recently concluded, electronic technologies are making significant inroads in Federal information dissemination, creating new opportunities for improving efficiency, reducing costs, and expanding access to government information users. At the same time, however, OTA found that the printing statutes are increasingly unable to provide clear guidance on how these technologies can best be utilized to serve the needs of the Government and the public.

"Overall, the OTA report makes a convincing case for Congressional action to resolve these problems and set the direction of Federal information policy for the years to come. I encourage you to make the fullest possible use of the OTA's ground-breaking report in your review of Title 44, and I support you in this effort to increase Congress' understanding of the problems and opportunities that confront the Government's printing program and the GPO today."

2. Interim results from OTA's ongoing assessment of Information Technology and Research have been used in developing legislation in both the House and Senate. The Chairman of the Senate Subcommittee on Science, Technology, and Space distributed copies of OTA's background paper, High Performance Computing and Networking for Science, to all members of the Senate. OTA also testified last spring at hearings held by the House Subcommittee on Science, Research, and Technology on the state of the supercomputing industry.

3. Rep. Gerald D. Kleczka of the House Government Operations Committee cited OTA's findings on the need for an electronic Freedom of Information Act in introducing H.R. 2773, "The Freedom of Information Public Improvements Act of 1989."

Oceans and Environment

1. S. 587, a bill to amend the Marine Protection, Research, and Sanctuaries Act to protect marine and near-shore coastal waters through establishment of regional marine research programs, and S. 1178, the Marine Protection Act of 1989, cited a finding from OTA's assessment, Wastes in Marine Environments, that the overall health of marine and coastal waters is declining or threatened.

This report was also cited by Senator Lautenberg as he introduced S. 1179, the Comprehensive Ocean Assessment and Strategy Act of 1989: "The Office of Technology Assessment, in a 1987 report, concluded that the overall health of our coastal waters is 'declining or threatened,' and that 'in the absence of additional measures, new or continued degradation will occur in many estuaries and some coastal waters around the country.' OTA also determined that contamination of the marine environment has a wide range of adverse effects on birds and mammals, fin fish and shellfish, aquatic vegetation and benthic organizations. Finally, OTA concluded existing programs, even if fully implemented, are not adequate to maintain and improve our coastal waters." He urged Congress to respond positively to the problems identified by OTA and others.

H.R. 2953, a bill to establish a comprehensive marine pollution restoration program, to amend the Federal Water Pollution Control Act and the Marine Protection, Research, and Sanctuaries Act, and for other purposes, also cites findings from OTA's work in this area.

2. H.R. 2459, a bill to authorize appropriations for the Coast Guard for fiscal year 1990, calls for the Secretary of Transportation to incorporate the results of past studies conducted by OTA and other respected organizations in a new study evaluating the relative worldwide operating and environmental safety records of tankers equipped with double hulls or double bottoms and those without those features.

A number of bills have been introduced on the oil spill issue since the EXXON VALDEZ spill, including the Oil Tanker Navigation Safety Act of 1989. At hearings and in House and Senate reports, OTA's past work on this subject has been referenced. The Senate Commerce Committee introduced findings from a 1975 OTA report at 1989 hearings and they were once again confirmed.

3. In requesting assistance in evaluating the provisions of competing clean air legislation, the Chairman of the Subcommittee on Health and Environment, House Committee on Energy and Commerce, wrote: "For the past eight years, OTA has played a leading role in the development of our understanding of air pollution and proposals for alleviating it. . . OTA can provide invaluable assistance to the legislative process in preparing these analyses. This is especially so given the extensive involvement of OTA with these issues over the past years. No other independent agency has your expertise in the critical issues."

4. The Chairman of the Subcommittee on Regulation, Business Opportunities, and Energy, House Committee on Small Business, wrote to OTA saying that OTA's background paper, Issues in Medical Waste Management, provided "the first real focus on this technologically and politically complicated issue." This background paper was referenced by the drafters of the Medical Waste Tracking Act, passed last October.

5. Both S.J.Res. 57 and H.J.Res. 226, which sought to establish a national policy on permanent papers, took note of OTA's assessment, Book Preservation Technologies, particularly OTA's estimate that only 15 to 25 percent of the books currently being published in the United States are printed on acid free permanent paper.

6. OTA initiated the recent assessment, Facing America's Trash, in anticipation of the reauthorization of the Resource Conservation and Recovery Act (RCRA). OTA has commented informally on more than 10 RCRA-related bills, including the two major reauthorization bills introduced in the Senate. Since release of the interim summary June, OTA has testified on four occasions, three of which directly involved legislation. These testimonies were: 1) MSW in general, House Energy and Commerce Committee (no legislation) 2) MSW in general, Senate Environment and Public Works (RCRA reauthorizations bills S. 1112 and S. 1113); 3) degradable plastics, Senate Governmental

Affairs (S. 244); and 4) Capitol Hill Recycling, House Committee on House Administration (H. Res. 104).

7. The OTA Director testified before the House Committee on Energy and Commerce in Sept. 1988, and the Senate Committee on Energy and Natural Resources in March 1989 on the energy implications of global warming, drawing on both ongoing work and earlier OTA studies. Numerous informal discussions and briefings have occurred with at least eight Committees of the Congress.

Science, Education, and Transportation

1. H.R. 53, a bill to amend the Hazardous Materials Transportation Act to improve hazardous materials transportation safety, included among its findings a citation to the effect that, "the Office of Technology Assessment has determined that while the Department of Transportation prescribes railroad tank car design specifications, it is not sufficiently involved in the design approval activities of the industry-based Association of American Railroads Tank Care Committee, and is not permitted to attend sessions where the designs are analyzed and evaluated." The report to which this bill referred, Transportation of Hazardous Materials, was also cited in the Congressional Record of January 20, 1989, where Hon. Dean A. Gallo noted that, "the July 1986 report to Congress by the Office of Technology Assessment showed that the transportation of hazardous materials is largely a regional phenomenon. The average trip length for trucks hauling chemicals, for example, is 260 miles. Based on their comprehensive analysis, OTA concluded that "annual DOT summaries of aggregate regional shipments could provide useful regional and State commodity flow data.'"

H.R. 2234, a bill requiring the development of hazardous materials emergency response procedures, prohibiting the transportation of hazardous materials in certain obsolete railroad tank cards, and requiring a study of railroad tank care design procedures, also cited this study, saying that, "The Office of Technology Assessment has determined that while the Department of Transportation prescribes railroad tank car design specifications, it is not sufficiently involved in the design approval activities of the industry-based Association of American Railroads Tank Car Committee, and is not permitted to attend sessions where the designs are analyzed and evaluated."

2. OTA testified to the findings of a special report, Safer Skies With TCAS: Traffic Alert and Collision Avoidance System, before the Aviation Subcommittee of the House Committee on Public Works and Transportation. In his remarks opening the hearing, Chairman Oberstar stated, "I want to compliment OTA for the excellence of your work, the quality of the presentation made, and very fine analytical work accomplished with a very difficult subject. It is one which was accomplished with great skill and is a great service to the Congress." Subsequently, the conclusions reached were used as the basis for legislation passed by both the House and Senate modifying P.L. 100-233.

3. S. 880, a motor carrier safety bill, includes a provision requiring safety equipment that gives trucks greater visibility at night. This provision is taken directly from the options in OTA's report, Gearing Up for Safety.

4. Key ideas on performance assessment and requirements for continued evaluation of the use of various databases and methods in performance measurement, which were derived from OTA's background paper, Performance Standards for Secondary School Vocational Education, were incorporated in H.R. 7.

5. OTA's assessment, Educating Scientists and Engineers: Grade School to Grad School, and two supporting documents, Elementary and Secondary Education for Science and Engineering and Higher Education for Science and Engineering, provided the basis for

testimony before the Subcommittee on Science, Research, and Technology of the House Committee on Science, Space, and Technology. On the basis of this work and preliminary work in broader aspects of science policy, OTA has briefed several committees and testified on the Hill and throughout the country.

12.5. Changes in Prior Plans for FY 1989 for the Science, Information, and Natural Resources Division

During Fiscal Year 1989, the Science, Information, and Natural Resources Division essentially accomplished its goals, with approved modifications and additions to meet the changing needs of Congress. These changes reflect the inherent uncertainty of research and the attendant need to be able to make adjustments.

(Please see the chart on page 20 for the breakdown of the differences in estimated and actual Division spending for FY 1989.)

12.6. FY 1990 and FY 1991 Priorities for the Science, Information, and Natural Resources Division

A Division's work is determined by the expressed needs of Congressional Committees, so we cannot safely predict an agenda, but an illustrative list of subjects that are representative of the kinds of new assessments that we may be asked to undertake can be prepared. Such an exercise, using a wide variety of information sources, helps sharpen the discussions between OTA staff and Congressional Committees. It also reflects one of the charges Congress assigned to OTA: foresight about emerging technology. Of course each Division can undertake only a few new assessments each year, so this list should be viewed only as representative of potential subjects for the assessments that the Science, Information, and Natural Resources Division may be asked to undertake in Fiscal Years 1990 and 1991. Because OTA works hard to be responsive to changing Congressional needs, new work is often significantly different from OTA's prospective list, but it usually does contain some of the identified issues.

Communication and Information Technologies

Copyright and Patent Protection of Computer Software and Databases
The U.S. leads the world in the innovation of computer software. Software is intellectual property. Unlike machines and manufacturing processes, software is difficult to protect from plagiarism or unauthorized use. In order to preserve the author's rights, encourage creativity, and preserve our competitive position in international markets, technical and legal means must be found to protect the intellectual property embedded in computer software, databases and computer devices.

Technical Standards for Telecommunications and Computers
Since the divestiture of AT&T in 1984, competition has stimulated the development of new telecommunications technologies that have merged computing technology with the telephone net. The ability to connect a variety of equipment in an efficient, compatible manner requires agreement on industry standards. Such standards are now set through a combination of ad hoc industry processes and government regulation in both domestic and international fora. Standards can be used as non-tariff barriers in international trade, as well as means to improve the performance of the communications network.

International Telecommunications
Major restructuring of the global telecommunications network is underway in technologies and through reorganization. Technology is increasing the speed of international communications and reducing the cost. As a result, financial markets and businesses now operate globally on a 24-hour schedule. Jobs once performed within the U.S. are now being done in distant countries. These trends offer both opportunities and dangers to our competitive position. Advanced communications technology is at the root of these changes. Anticipating what affect this will have on the domestic telecommunications industry and the U.S. economy at large is important in meeting the challenges of the future.

Mission-Critical Computer Software for the Federal Government
A recent investigative report by the House Committee on Science, Space and Technology identified a number of serious deficiencies in the system used by the Federal mission agencies to develop computer software, and detected flaws in the software itself. The Federal agencies spend $30-$50 billion annually on software procurement. A reappraisal of the way in which specifications are written and the manner in which software is procured is needed to ensure quality control, cost effectiveness and flexibility for meeting the agencies needs.

Radio Frequency Spectrum Management
The radio frequency spectrum is considered to be a public resource, and thus is managed and regulated by the Federal Communications Commission. Technology creates demand for increased use of the spectrum, while providing means to conserve and more effectively use the spectrum. With expanding markets for telecommunications services and new emerging technologies, unparalleled demands are being placed on the spectrum. An appraisal of the trends in spectrum use and the technologies behind them could provide guidelines for improving the management of this public resource and lead to alternative ways to license and allocate uses within the spectrum.

Future Directions in Advanced Computers
Trends in computer architecture have been toward packaging more and faster computing power into smaller packages and increasing its portability. Future applications will emphasize visualization, which will create additional demand for computing power. Emerging technologies will continue to increase the speed and capacity of computers as they are refined and miniaturized. How far and how fast this trend will continue may depend on the physical laws governing microelectronics. Technological breakthroughs may be needed to push toward the next generation of advanced computers. With international competition for computers and computer technology increasing, it is important that the U.S. develop a vision for the future and identify those technologies that would allow it to remain competitive.

Oceans and Environment

Impacts of Global Warming
This will be Phase II of OTA's ongoing global warming work. It will examine ways to mitigate the expected impacts of global warming. In particular, it will examine policies that will make the U. S. both flexible and resilient in its response to climate change.

Industrial, Non-Hazardous Wastes
Very little attention has been given to this component of the waste stream even though it may be the largest and pose unique public policy problems. This assessment would attempt to describe the industrial, non-hazardous waste problem and consider appropriate policy responses.

Indoor Air Pollution
The extent and nature of human health hazards from indoor air pollution are not well defined and understood. The object of this assessment will be to more carefully describe these hazards and their policy implications.

Non-Point Source Pollution
Rivers, lakes,estuaries and groundwater are contaminated to varying degrees by pollutants from such "nonpoint" sources as surface runoff from farmlands and urban streets, deposition from the atmosphere, and flow through groundwater into rivers. This assessment could help the Congress to judge the relative importance of the nonpoint source pollution problem and to consider the various roles the Federal Government might play in dealing with it.

Shoreline and Coastal Land Use Management
As the needs for recreational, commercial and residential space along the U. S. coasts increase, the conflicts with needs to preserve shorelines and other coastal lands are intensifying. Examination of some of the new technologies available for coastal preservation and selected state and Federal programs for shoreline and coastal management, could assist Congress as they consider various measures to reduce conflicts in the coastal regions.

Aquaculture
Per capita consumption of seafood continues to increase but domestic landings supply less than 60% of this consumption. This assessment would explore ways to expand domestic seafood production and develop export potential though traditional aquaculture techniques and emerging biological methods.

Science, Education, and Transportation

The Technology of Assessment/Alternatives to Standardized Tests
It is increasingly clear that problems associated with the use of standardized, multiple-choice tests are resulting in inadequate screening and selection mechanisms, adverse impacts on certain groups, and distortion of curriculum and teaching resources. OTA will examine alternatives now being tested in this country and abroad, and will explore what rapidly developing cognitive science research can offer to improve our testing methods.

Delivering Literacy via Technology
Rapid advances in telecommunications and the need for literacy programs suggest that delivering instruction in reading may be both cost-effective and attractive in the near future. Technology allows for learners to be linked to other groups and resources, including libraries, community colleges and science centers, that can contribute to the learning effort. OTA would examine the literacy delivery system, and identify ways to utilize technology to reach more people more effectively.

The National Airspace System Plan Revisited
Congress will need advice on the implementation of the National Airspace System Plan as the FAA moves through implementation. OTA's work on both technology and human factors in modern aviation strategy make this a likely study.

Education: Research Into Practice
The lack of connection between research and field practice is particularly striking in education. OTA would examine what is causing this problem. Does it lie with the nature of the research itself, the dissemination mechanism, the structure of the school, etc.? Should these approaches be altered? What research would be most valuable and likely to be used?

Conflicts of Interest in the Research Community
Differences in interpretation of research procedures, including review and publication, are creating stress within the research community and between the community and the Congress. Controversy is proliferating around how science is conducted and what mechanisms are necessary to protect the various public needs. OTA would look broadly at the institutional mechanisms, whether they are a help or a hindrance, and what changes the Congress might make.

Evaluation of Vocational Education Standards
OTA has been asked to monitor and review the development of performance standards for the federally-assisted programs of high school vocational education.

12.7. Workload Data: Science, Information, and Natural Resources Division

	1989 actual	1990 (est.)	1991 (est.)
Projects in Process - Beginning of Fiscal Year (1)	13	12	9
Projects Approved by TAB During the Fiscal Year	3	4	6
Reports Published During the Fiscal Year (2)	4	7	5
Projects in Process - End of Fiscal Year	12	9	10

(1) Projects in Process counts all TAB-approved activities. A project may produce more than one assessment report, or may produce no reports at all, therefore numbers are not additive. Projects in press or under TAB review are counted.

(2) Reports includes full assessment reports and special reports, but not technical memoranda, background papers, or staff papers.

12.8. STAFFING OF THE DIVISION

Schedule E1

Office of Technology Assessment
Science, Information, and Natural Resources Division
Direct and Indirect Employees

Classification	Number of Employees			Dollars		
	FY1989	FY1990E	FY1991E	FY1989	FY1990E	FY1991E
Staff Allocation (permanent positions)	36	36	36	---	---	---
11.1 Full-Time Permanent						
Full-Time Permanent	33	35	35	1,821	1,933	2,126
Part-Time Permanent	2	2	2	41	46	49
11.3 Other Than Full-Time Permanent						
Temporary	17	18	18	616	694	732
Intermittent/Consultants	5	6	6	0	0	0
25.0 Other Services (Contracts for on-site personal services) 1/	2	4	4	39	59	62

1/ Includes individuals, whose services are obtained under contract with the individual or an organization, performing on-site services (in agency workspace) for six months or more during a twelve month period.

13. DIVISION G: GENERAL AND ADMINISTRATION

1. SCHEDULES A1, B1, AND C1 FOR THE DIVISION

Schedule A1

Office of Technology Assessment
General and Administration
Summary
By Object Class

CATEGORIES	FY 89 ACTUAL DOLLARS ($000)	FY 90 ESTIMATE DOLLARS ($000)	FY 91 ESTIMATE DOLLARS ($000)	NET CHANGE 90/91 DOLLARS ($000)
Breakdown by Object Class:				
11 Personnel Compensation	1,698	1,810	1,931	121
12 Personnel Benefits	310	342	371	29
13 Benefits to Former Personnel	22	7	14	7
21 Travel	32	77	81	4
22 Transportation of Things	38	64	67	3
23 Rent, Communication and Utilities	1,931	2,008	2,127	119
24 Printing and Reproduction	62	70	75	5
25 Other Services	838	918	946	28
26 Supplies and Materials	211	183	191	8
31 Equipment	496	267	279	12
32 Land and Structures	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0
Total	5,698	5,746	6,082	336

Schedule B1

Office of Technology Assessment
General and Administration
Analysis of Change to Budget Base
By Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS	PRICE LEVEL CHANGES	PROGRAM TYPE CHANGES			TOTAL CHANGES
			LEGISLATION	WORKLOAD	EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.	
	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)
Breakdown By Object Class:						
11 Personnel Compensation	121					121
12 Personnel Benefits	29					29
13 Benefits to Former Personnel	7					7
21 Travel		4				4
22 Transportation of Things		3				3
23 Rent, Communications and Utilities		113		6		119
24 Printing and Reproduction		5				5
25 Other Services		35		(27)		8
26 Supplies and Materials		8				8
31 Equipment		12				12
32 Land and Structures						0
42 Insurance Claims and Indemnities						0
Total	137	200	0	(21)	0	334

Schedule C1

Office of Technology Assessment
General and Administration
Detailed Analysis of Changes

	Calculation of Base		1991 Request	
	Staff	Amount ($000)	Staff	Amount ($000)
Allocation, 1990	35	5,769		
Minus: G-R-H Sequestration P.L. 99-177	0	(23)		
Budget Base, 1990	35	5,746		
I. Adjustments to Base				157
A. Mandatory Pay and Related Costs				
1. Merit increases and promotions averaging 3.5%.				56
2. Corresponding 3.5% increase in benefits averaging 18%.				10
3. Miscellaneous benefit cost increases.				9
4. Annualization of FY '90 cost-of-living adjustment.				12
5. Additional claim for unemployment compensation.				7
6. Impact of congressional pay raise including benefits.				38
7. Estimated FY '91 cost-of-living adjustment.				25
				200
B. Price Level Changes				
1. Travel related inflation of 5.0%.				4
2. Transportation services inflation of 4.6%.				3
3. Building lease operating expense and tax increases.				98
4. Copier service inflation of 4.6%.				7
5. Telephone services inflation of 4.6%.				7
6. Miscellaneous rent and communication inflation of 4.6%.				1
7. Printing and supplies inflation of 7%.				5
8. Facilities management wage determination and overhead costs.				42
9. Other services inflation of 4.6%.				13
10. Supplies and materials inflation of 4.6%.				8
11. Equipment inflation of 4.6%.				12
				0
C. Program Type Changes				
1. Legislation				(21)
2. Workload				
a. Non-recurring payroll conversion costs.				(38)
b. Increased payroll service agreement cost.				3
c. Increased Telenet service cost for payroll.				6
3. Equipment, Alterations, Maintenance, Repairs, Etc.				0
II. Net Increase/Decrease Requested	0			336
III. Total Appropriation Request, 1991	35			6,082

15.2. EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR DIVISION G

- Office of Technology Assessment
General and Administration

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C		
1. Merit increases and promotions averaging 3.5% agency-wide.		58
2. Corresponding 3.5% increase in benefits which average 18% agency-wide associated with merit increases and promotions.		10
3. Miscellaneous cost increases including the annualization of FY '90 health increases plus planned FY '90 increases.		9
4. Annualization of cost-of-living adjustment effective January 1990.		12
5. Additional claim anticipated for unemployment compensation.		7
6. Impact of P.L. 101-194 on congressional pay and corresponding benefits.		38
7. Fifty percent of FY '91 cost-of-living adjustment effective January 1991 per OMB memorandum.		25
B. PRICE LEVEL CHANGES	Staff	Amount ($000)
1. Travel related inflation rates of 5.0% applied to FY '90 base due to expected rise in plane fares and car rental costs.		4
2. Transportation services inflation rate of 4.6% applied to FY '90 base.		3
3. Building lease escalation based on change in CPI-W for space, anticipated increases in taxes, and increases in operating costs due to union labor rate increases and planned building repairs.		98
4. Copier services inflation rate of 4.6% applied to FY '90 base.		7
5. Telephone services inflation rate of 4.6% applied to FY '90 base.		7
6. Miscellaneous rent and communication inflation rate of 4.6% applied to FY '90 base.		1
7. Printing and supplies inflation rate of 7% (according to GPO Circular Letter No. 307 (dated April 28, 1989) applied to FY '90 base.		5
8 Estimated facilities management wage determination increases (based on Service Contract Labor Standard Act) and merit increases, for an average of 7.1% applied to the FY '90 base.		42

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C		
9. Other services inflation rate of 4.6% applied to FY '90 base for purchase orders.		13
10. Supplies and materials inflation rate of 4.6% applied to FY '90 base.		8
11. Equipment (including furniture, permanent books, ADP equipment) inflation rate of 4.6% applied to FY '90 base.		12
C. PROGRAM TYPE CHANGES	Staff	Amount ($000)
1. Legislation		0
2. Workload		
a. Non-recurring payroll/personnel conversion implementation costs		(30)
b. Estimated increase for payroll/personnel service agreement cost		3
c. Estimated increase for Telenet service for payroll/personnel system.		6
3. Equipment, Alterations, Maintenance, Repairs, Etc.		0

13.3. Role of the General and Administration Division

The General and Administration is divided into two main sections: the Office of the Director and the Operations Division. Included in the Office of the Director is OTA's Congressional and Public Affairs Office, which handles much of OTA's congressional and press liaison work, relations with the Technology Assessment Board, and relations with the Technology Assessment Advisory Council.

The Operations Division comprises six main offices:

Administrative Services handles all of OTA's security, contract, travel, and building services needs.

Budget and Finance handles all of OTA's budget and financial affairs and maintains a financial database for the organization.

The Information Center manages OTA's literature collection and handles all of OTA's requests for information services, including extensive computer search capabilities.

The Personnel Office recruits personnel, processes incoming and outgoing OTA employees, maintains benefits and leave records, and handles employee needs.

The Publishing Office is responsible for typesetting OTA reports and handling their progress through GPO, and provides editing and graphics services. It also maintains OTA's mailing lists and handles many requests for OTA publications.

The Telecommunication and Information Systems Office coordinates installation, development, maintenance, and training for computer and telecommunications hardware and software.

13.4. STAFFING OF THE DIVISION

Schedule E1

Office of Technology Assessment
General and Administration
Direct and Indirect Employees

Classification	Number of Employees			Dollars		
	FY1989	FY1990E	FY1991E	FY1989	FY1990E	FY1991E
Staff Allocation (permanent positions)	35	35	35	---	---	---
11.1 Full-Time Permanent						
Full-Time Permanent	34	34	34	1,640	1,738	1,856
Part-Time Permanent	1	1	1	32	33	37
11.3 Other Than Full-Time Permanent						
Temporary	2	1	1	19	26	27
Intermittent/Consultants	10	10	10	7	11	11
25.0 Other Services (Contracts for on-site personal services)1/	19	16	16	635	393	635

1/ Includes individuals, whose services are obtained under contract with the individual or an organization, performing on-site services (in agency workspace) for six months or more during a twelve month period.

14. Ten Year Quantitative Data

Schedule 0

ITEM	1982	1983	1984	1985	1986	1987	1988	1989	1990E	1991E
11.1 FULL-TIME PERM. POSITIONS	4,656	5,008	5,448	5,997	5,932	6,477	6,840	7,196	7,595	8,254
11.3 OTHER THAN FULL-TIME PERM.	775	1,241	1,290	2,005	1,700	1,338	1,747	1,887	2,096	2,214
11.5 OTHER PERSONNEL COMP.	0	0	0	0	0	0	0	0	0	0
TOTAL PERSONNEL COMP.	5,431	6,249	7,038	8,002	7,632	8,015	8,587	8,883	9,691	10,468
12.1 PERSONNEL BENEFITS	321	418	703	843	786	1,322	1,636	1,633	1,736	1,902
13.0 BENEFITS FOR FORMER PERS.	0	0	0	7	24	7	9	28	28	33
21.0 TRAVEL AND TRAN. OF PERSONS	149	143	203	295	240	288	299	312	343	361
22.0 TRANS. OF THINGS	54	63	62	64	74	76	78	78	82	86
23.0 COMMUN., UTILITIES & RENT	1,131	1,096	1,042	1,248	1,215	1,476	1,684	1,943	2,017	2,136
24.0 PRINTING AND REPRODUCTION	586	464	729	294	606	508	686	536	584	629
25.0 OTHER SERVICES	3,982	4,003	4,312	4,443	3,139	4,308	3,288	3,308	3,287	4,138
26.0 SUPPLIES AND MATERIALS	131	166	192	189	232	219	252	302	316	330
31.0 EQUIPMENT	335	452	319	388	607	304	312	648	483	503
32.0 LAND & STRUCTURES	0	0	0	0	0	0	0	0	0	0
41.0 GRANTS, SUBSIDIES & CONTRIB.	0	0	0	0	0	0	0	0	0	0
42.0 INSURANCE CLAIMS & INDEM.	0	0	0	0	0	0	0	0	0	0
TOTAL OBLIGATIONS	12,140	13,054	14,802	15,673	14,597	16,523	16,851	17,891	18,571	20,710
NO. OF REPORTS PUBLISHED (1)	18	11	17	17	19	17	31	12	23	14
NO. OF OTHER DOC'S PUBLISHED (2)	18	22	18	37	23	14	12	21	15	20
TESTIMONY DELIVERED	51	33	42	34	29	29	35	36	40	40
NO. OF STAFF PAPERS	N/A	19	18	20	40	26	19	17	30	25
NO. FULL-TIME PERM. POSITIONS	129	128	139	143	136	143	143	143	143	143
OPERATING FULL-TIME PERMANENTS	30	31	33	33	34	33	33	33	33	33
SUPPORT FULL-TIME PERMANENTS	99	97	106	108	102	110	108	108	108	108
FULL-TIME PERM.S PER PRODUCTS (3)	1	2	1	2	1	2	1	2	1	1

14. Ten Year Quantitative Data
(Notes)

(1) Reports includes assessment reports and special reports.

(2) Other Reports includes special reports, report supplements, technical memoranda, background papers, case studies, workshop proceedings, and administrative documents.

(3) Full-time permanents per product provides the ratio of full-time, permanent staff to the total number of products delivered in a fiscal year.

15. OBJECT CLASS DEFINITIONS

11 **Personnel Compensation**

Obligations for regular compensation of employees in full-time permanent positions or employees in positions not included in full-time permanent positions, such as full-time and part-time temporary employees, part-time permanent employees, or public members of the OTA Advisory Council. Obligations for compensation for all appointed consultants who are paid at a daily rate when actually employed.

12 **Personnel Benefits**

Obligations for required contributions to the Civil Service Retirement Fund, group life insurance, group health insurance, Medicare, and Social Security.

21 **Travel**

Obligations for all travel expenses for OTA employees or others, whether paid to traveler or commercial transportation charges (e.g., rental car). Included in this object class are obligations for transportation expenses incident to permanent change of station and per diem.

22 **Transportation of Things**

Obligations for transportation of things and for the care of such things while in the process of being transported, including General Services Administration for leasing and maintenance of the OTA delivery vehicles, U.S. Postal Service for penalty (franked) mail, Express Mail, services provided by USPS, private freight and mail services (this does not include local delivery service), and transport of household furnishings associated with a permanent change of station.

23 **Rent, Communication and Utilities**

Obligations to OTA's landlord for rental of office and parking space; rental of terminals, word processors, printers, and other computer hardware (this does not include leased data phones); rental of Canon, Xerox, or other reproduction equipment; telegraph and teletype service; mail delivered by a messenger service (local delivery); C&P or other telephone companies for regular, WATS, telecopier, and data phone.

24 **Printing and Reproduction**

Obligations to the Government Printing Office for reproduction or printing OTA reports for Congress; GPO or other vendors for printing of OTA letterhead, memo or note paper, and franked envelopes; graphics work done outside GPO for OTA reports and presentations (e.g., photos, tables, charts, slides); GPO or other vendors for forms used by OTA (e.g., invoice, travel reimbursement, or anything having an OTA Standard Form or other form number); and GPO or a printing firm for OTA sharing the cost of printing a publication with another agency.

25 **Other Services**

Obligations for contracts written for on-site (in-house) services. This includes individuals who are hired for a specified period of time to work on specific assessments or projects. In-house contractors are distinguished from other contractors because they occupy OTA work space, have access to OTA's support facilities, and work for more than six(6)

person months in any twelve(12) month period. Also includes travel costs associated with in-house contractors as well as compensation and travel for detailees from other Government agencies.

Obligations for services and reimbursement for expenses for members of advisory panels, task forces, working groups, etc. Also includes an allowance for other expenses associated with panel meetings and the preparation of special audiovisual materials such as slides, VU-graphs, charts or video tapes.

Contractual services obligated by a contract or purchase order, including: (1) non-in-house, nonpanel services associated with an OTA assessment, project, or office; (2) temporary secretarial services; (3) building maintenance or repairs when done by contract; (4) training and meeting registration; (5) court reporting; (6) equipment services not covered under rental agreement; (7) computerized information retrieval; (8) license fees for computer software packages; (9) printing and services of editors and proofreaders for OTA reports and brochures initiated by the Publications Office; (10) facilities management services; (11) maintenance agreements on ADP equipment; and (12) development of software when done by contract.

26 Supplies and Materials

Obligations for supplies and materials that are ordinarily consumed or expended within one year after they are purchased or that are used to form a minor part of equipment or fixed property; subscriptions for journals, magazines, newspapers, etc.; pamphlets and leaflets or minor publications having an expected useful life of less than one year and that are not for the permanent collection; and ADP supplies (e.g., computer disks, tapes, or off-the-shelf software).

31 Equipment

Obligations for personal property or equipment that is of a durable nature which normally may be expected to have a period of service of a year or more after purchase without material impairment of its physical condition, such as: (1) major purchased equipment and furnishings (e.g., desks, chairs, file cabinets, tables, safes); (2) minor movable equipment for office use (e.g., calculators, typewriters); (3) computer equipment (e.g., terminals, printers, tape drives, microprocessors, and modems; (4) audiovisual equipment (e.g., cameras, televisions, movie or slide projector, videotape equipment); (5) books, bound reports, directories, etc., for OTA's (Information Services) permanent collection; and (6) charges for the initial installation of equipment when performed by the vendor. This object class consists of both non-capitalized equipment (purchase orders under $300) and capitalized equipment (unit cost of $300 or above).

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16.A. Publications Printed and Delivered During Fiscal Year 1989

Formal Assessment Reports

TECHNOLOGIES TO DETECT PESTICIDE RESIDUES IN FOOD October 1988

This OTA project examined: 1) existing and emerging techniques for residue analysis of high health hazard pesticides and their breakdown products in food; 2) techniques for automating such analyses, particularly those techniques that are inexpensive; 3) methods for validation procedures; and 4) possible combinations of techniques that the government, in particular FDA, could use to improve its ability to identify and quantify pesticide residues and associated breakdown products in food.

Requested by:

House Committee on Agriculture, and the Subcommittee on Domestic Marketing, Consumer Relations, and Nutrition, and the Subcommittee on Operations, Research and Foreign Agriculture
House Committee on Energy and Commerce, Subcommittee on Oversight and Investigations
Senate Committee on Agriculture, Nutrition and Forestry

INFORMING THE NATION: THE FUTURE OF PUBLIC ELECTRONIC PRINTING, PUBLISHING AND DISSEMINATION October 1988

This study: identifies and describes the current institutional base for federal dissemination of public information; assesses the current technological base and relevant future technological developments; evaluates present and future public information needs and how technology might help meet such needs; and identifies and analyses key issues and options. These include, for example, possible future public information roles of the Government Printing Office, executive agencies, libraries, and private firms; policies for public access to and dissemination of federal information, including policies on the depository library and statistical systems; and opportunities for innovative use of information technology in, for example, electronic remote printing of federal reports, electronic access to federal data bases used in decision support systems, and scientific and technical information exchange.

Requested by:

Joint Committee on Printing
House Committee on Government Operations, Subcommittee on Government Information, Justice, and Agriculture
House Committee on Science, Space and Technology

ENHANCING THE QUALITY OF U.S. GRAIN IN INTERNATIONAL TRADE February 1989

The study provided information on: 1) competitive problems the U.S. faces in international grain markets attributed to grain quality; 2) the extent to which U.S. grain-handling technologies and quality standards have contributed to declining grain sales; 3) differences in grain-handling technology and export quality standards between the U.S. and competitor countries; 4) consequences to exporters and farmers of changes in grain-handling technologies and quality standards; and 5) feasibility of utilizing new technology to better classify grains.

Requested by:

Mandated in Food Security Act of 1985
House Committee on Agriculture, and the Subcommittee on Department Operations, Research, and Foreign Agriculture
Joint Economic Committee

GRAIN QUALITY IN INTERNATIONAL TRADE: A COMPARISON OF MAJOR U.S. COMPETITORS — February 1989

The study assessed the grain systems of Argentina, Brazil, Canada, France, and Australia. It includes an overview of each country's production and markets, technologies for producing and handling grain, quality control programs and incentives, and government policies.

Requested by:

Mandated in Food Security Act of 1985
House Committee on Agriculture, and the Subcommittee on Department Operations, Research, and Foreign Agriculture
Joint Economic Committee

OIL PRODUCTION TECHNOLOGIES AND THE ARCTIC NATIONAL WILDLIFE REFUGE — March 1989

This study examined recent projections of future Alaskan oil production, to the extent possible evaluated the accuracy of these estimates, and evaluated the potential for shifts in future production rates with technology development and changing economic conditions and regulatory requirements. As part of this evaluation, OTA examined the evolution of technology for Arctic onshore and offshore oil exploration, development, production, and transportation over the past 15 years and projected how the state of the art might evolve over the next several decades.

Requested by:

Senate Committee on Energy and Natural Resources
House Committee on Merchant Marine and Fisheries

HOLDING THE EDGE: MAINTAINING THE DEFENSE TECHNOLOGY BASE — May 1989

This study: 1) analyzes the factors behind outstanding concerns; 2) describes and analyzes how the defense technology base is managed and how relevant policy is made, and identifies options for Congress to improve this process; 3) describes and analyzes the relation between defense and commercial sectors of selected high technology industries; 4) describes and analyzes how R&D investment decisions are made in other government agencies, selected major companies, and selected foreign countries, and deduce what DOD might find useful in these approaches; and 5) identifies the strengths and weaknesses of the defense technology base, suggesting policy options to exploit the strengths and remedy the weaknesses.

Requested by:

Senate Committee on Armed Services, and the Subcommittee on Defense Industry and Technology

ELECTRIC POWER WHEELING AND DEALING: TECHNOLOGICAL CONSIDERATIONS FOR INCREASING COMPETITION — May 1989

This assessment responds to Congressional requests that OTA focus on the technological factors constraining as well as encouraging competition in the electric power industry. This assessment focuses on the wheeling issue as well as a number of other issues, including the impact of dispersed generation on system operation, control, and planning. Also of concern are the associated regulatory, environmental, and economic questions.

Requested by:

House Committee on Energy and Commerce, and the Subcommittee on Energy and Power
House Committee on Interior and Insular Affairs, and the Subcommittee on Water and Power Resources

CATCHING OUR BREATH: NEXT STEPS FOR REDUCING URBAN OZONE — July 1989

This study finds that by the year 2000, much of our Nation will still not meet the air quality goals Congress established in 1970. Over the next 5 to 7 years, available technology can bring into compliance only about half of all areas that now fail to attain the standard for ozone, the toughest air pollutant to control. Existing control methods can substantially improve the air quality of the other half of the areas, but meeting the ozone standard in these areas will require new, innovative, and nontraditional control methods. Congress will have to set programs into motion now if new cost-effective control methods are to be available by the year 2000. No single new control method will work in all areas, thus Congress would be wise to pursue several approaches simultaneously.

Requested by:

Senate Committee on Environment and Public Works
House Committee on Energy and Commerce, and the Subcommittee on Health and the Environment

POLAR PROSPECTS: A MINERALS TREATY FOR ANTARCTICA — September 1989

This report should assist legislators in their deliberations on ratifying the new Convention on the Regulation of Antarctic Mineral Resource Activities because it: 1) explains and analyzes the provisions of the Convention; 2) assesses what is known about the type and amount of resources in Antarctica; 3) evaluates the likelihood of future development in Antarctica from economic and technological perspectives; 4) assesses potential environmental problems related to Antarctic mineral resource development; 5) provides the background information needed to consider the Convention within the context of overall U.S. interests in Antarctica; and 6) identifies and assesses new responsibilities for U.S. government agencies.

Requested by:

Senate Committee on Commerce, Science, and Transportation
Senate Committee on Foreign Relations
House Committee on Merchant Marine and Fisheries, and the Subcommittee on Oceanography, and the Subcommittee on Fisheries, Wildlife, Conservation and the Environment
House Committee on Foreign Affairs

Interim Summaries

FACING AMERICA'S TRASH:
WHAT NEXT FOR MUNICIPAL SOLID WASTE — June 1989 (Full Assessment released 11/89)

Americans are generating more than half a ton of municipal solid waste per person each year and running out of places to put it. Yet no clear Federal policy exists to address the steadily growing problems of trash, according to OTA's findings. Primary responsibility for MSW management rests with State and local governments. The report concludes that the Federal government can help by addressing some immediate problems such as finishing regulations for management facilities and addressing interstate transportation issues, and also by taking on the longer term issue of how society uses and disposes of materials and products.

Early Release Requested by:

House Committee on Energy and Commerce
House Committee on Science, Space, and Technology
Senate Committee on Environment and Public Works

Special Reports

SAFER SKIES WITH TCAS: TRAFFIC ALERT AND COLLISION AVOIDANCE SYSTEM — February 1989

This report concludes that airline resource limitations, economic inequities, and international problems complicate the present deadline requiring that most commercial passenger aircraft be equipped by December 1991 with newly-developed technologies (TCAS II) designed to prevent midair collisions. The study further finds that aviation safety will benefit most from inducing TCAS II on a substantial number of commercial aircraft as soon as possible, by requiring a phased implementation schedule, and by providing for a structured evaluation program carried out jointly by industry and the FAA to oversee the implantation phase and first year of operation.

Requested by:

Senate Committee on Commerce, Science, and Transportation, Subcommittee on Aviation
House Committee on Science, Space, and Technology
House Committee on Public Works and Transportation, Subcommittee on Investigations and Oversight

NEW DEVELOPMENTS IN BIOTECHNOLOGY: PATENTING LIFE March 1989

This special report (fifth in a series) reviews United States patent law as it relates to the patentability of micro-organisms, cells, plants, and animals; as well as specific areas of concern, including deposit requirements and international considerations. This report includes a range of options for congressional action related to the patenting of animals, intellectual property protection for plants, and enablement of patents involving biological material.

Requested by:

House Committee on Science, Space, and Technology
House Committee on Energy and Commerce
Senate Committee on the Budget
Senate Committee on Environment and Public Works, Subcommittee on Toxic Substances and Environmental Oversight

ROUND TRIP TO ORBIT: ALTERNATIVES FOR HUMAN SPACEFLIGHT — August 1989

This report examines a wide range of potential improvements to the Space Shuttle, explores the future of space transportation for humans, and presents policy options for congressional consideration. It is one of a series of products from a broad assessment of space transportation technologies. The report points out that the United States can look forward to continued improvements in safety, reliability, and performance of the Shuttle system. Yet, early in the next century, the Nation will need a replacement for the Shuttle.

Requested by:

Senate Committee on Commerce, Science, and Transportation
House Committee on Science, Space, and Technology

Technical Memoranda

ELEMENTARY AND SECONDARY EDUCATION FOR SCIENCE AND ENGINEERING — December 1988

This study supplements and extends OTA's June 1988 report, Educating Scientists and Engineers: Grade School to Grad School. The Federal Government plays a key role in sustaining educational excellence in elementary and secondary education, providing effective research, and encouraging change. This memorandum identifies pressure points in the system and strengthens the analytical basis for policy.

Background Papers

ISSUES IN MEDICAL WASTE MANAGEMENT — October 1988

This background paper was an interim deliverable of the Municipal Solid Waste Management study. Recent beach washups of medical wastes are symptoms of the confusing, inconsistent and inadequate regulations of these wastes. The paper suggests clarification of federal policy as a first step to providing the guidance states need to develop or revise their programs for managing medical wastes. A lead federal agency, mostly likely EPA, needs to clarify and develop the Federal definition, classification and regulation of medical wastes.

EVALUATION OF OPTIONS FOR MANAGING GREATER-THAN-CLASS-C LOW LEVEL RADIOACTIVE WASTE — October 1988

An interim deliverable of the Managing Low-Level Radioactive Waste assessment, this report examines the fact that several thousand users of radioactive material have no place to dispose of waste categorized as greater-than-Class C (GTCC), the most

radioactive type of "low-level" radioactive waste. The GTCC waste must be stored where it is generated. On-site storage capacity is shrinking and some will run out of room within ten years. Although storage space is being developed for GTCC waste, a decision about its permanent disposal will need to be made. Due to the relatively high levels of radioactivity found in this waste, a technically conservative option would be to permanently isolate it in a deep-geologic repository, as is proposed for commercial spent fuel and defense high-level waste.

ASSESSING CONTRACTOR USE IN SUPERFUND — February 1989

This paper discusses the extent of contractor use in Superfund, and explains why the original reasons for EPA's heavy dependence on contractors may no longer be valid. Also included in the paper are some ideas for improving the environmental performance and economic efficiency of Superfund over the long term.

BIG DUMB BOOSTERS: A LOW COST TRANSPORTATION OPTION? — February 1989

The controversial "Big Dumb Booster" concept for reducing the costs of launching payloads to space is the subject of this interim deliverable which is part of the ongoing assessment of space transportation technologies. In the Big Dumb Booster concept, the first stage of a launch vehicle is designed to be simple to build and operate; with the complexity confined to the lighter upper stages. Because technology has advanced considerably since the 1960's when the concept was first introduced, specific designs that might then have been the minimum-cost solution are not today's minimum-cost solution. Further engineering studies and hardware tests with current technology would be required to prove whether or not a Big Dumb Booster would save money on launch costs. The paper offers several alternative approaches for resolving the controversy surrounding the usefulness of Big Dumb Boosters.

HIGHER EDUCATION FOR SCIENCE AND ENGINEERING — March 1989

The paper addresses the issue of the future supply of scientists and engineers in the broad cultural context of changing demographics, labor market adjustments, and intervention policies. This interim deliverable (part of the larger project, **Educating Scientists and Engineers: Grade School to Grad School**) focuses on undergraduate and graduate study, the end point of educational preparation for science and engineering careers. It analyzes the distinctive and the common characteristics of undergraduates in science, graduate education and the university, and engineering education in the United States.

HIGH SCHOOL VOCATIONAL EDUCATION: MEASURES OF PROGRAM PERFORMANCE — April 1989

To assist Congress in reauthorization of the Carl D. Perkins Vocational Education Act, the House Committee on Education and Labor asked OTA to explore the possibility of instituting specific requirements for performance measurement of the Nation's secondary school vocational programs. This background paper examines the technical feasibility and utility of performance standards based on labor market indicators and on scores of occupational competency tests, and looks at other possible measures as well.

TECHNOLOGY TRANSFER TO THE UNITED STATES: THE MIT-JAPAN SCIENCE AND TECHNOLOGY PROGRAM — April 1989

This interim deliverable was prepared as part of the ongoing assessment on Technology, Innovation and U.S. Trade, requested by the Committee on Banking, Finance

and Urban Affairs, U.S. House of Representatives, and the Committees on Finance and on Banking, Housing, and Urban Affairs, U.S. Senate. This background paper is composed mainly of the report of a workshop held jointly by OTA and the Massachusetts Institute of Technology. The workshop discussed two projects of MIT's Japan Science and Technology Program: 1) an internship program, in which MIT arranges for some of its graduate engineers to work one or two years in industry, university, or government laboratories in Japan; and 2) a summer workshop in technical Japanese, held at MIT, in which technically trained people with some Japanese language skills can improve their ability to read Japanese technical literature in their own fields. The workshop explored the experiences of the interns in Japan and examined the extent to which these experiences proved useful after they returned to the United States.

TECHNOLOGIES FOR REDUCING DIOXIN IN THE MANUFACTURE OF BLEACHED WOOD PULP — June 1989

The release of EPA's National Dioxin Study in 1987 focused attention on evidence that showed a pattern of dioxin concentrations in stream bottom sediment and fish below pulp mill waste outfalls. Subsequent studies by the paper industries and government agencies in North America and Europe have confirmed that detectable amounts of TCDD and TCDF are produced and released into the environment at many bleached kraft pulp mills. Bleached wood pulp is used in paper products such as writing and printing papers, food packaging and a myriad of other products. This background paper reviews what is known about the production and fate of TCDD and TCDF and other associated chlorinated compounds during the course of pulp bleaching and brightening, and also assesses the technologies available to reduce contamination should regulation be necessary.

BIOLOGICAL EFFECTS OF POWER FREQUENCY ELECTRIC AND MAGNETIC FIELDS — June 1989

The study was performed as a part of OTA's assessment Electric Power Wheeling and Dealing: Technological Considerations for Increasing Competition. The Subcommittee on Water and Power Resources of the House Committee on Interior and Insular Affairs asked that OTA review the health effects of high-voltage transmissions lines. This report discusses the present state of knowledge on the health effects of low-frequency electric and magnetic fields and describes current U.S. funding levels and research programs. Also, the report provides information on regulatory activity, including existing and proposed field exposure standards.

COMPETITION IN COASTAL SEAS: AN EVALUATION OF FOREIGN MARITIME ACTIVITIES IN THE 200-MILE EEZ — July 1989

The House Committee on Merchant Marine and Fisheries asked the OTA to evaluate the costs and benefits of extending Cabotage laws to other maritime activities in the 200-mile Exclusive Economic Zone (EEZ). The purpose of the study was to determine whether legislation to extend the laws could help the domestic industry without causing other economic distortions. OTA has found that changes in Cabotage laws to either extend their coverage to a greater area (such as to the EEZ) or to other maritime activities (such as offshore oil services) would result in only minimal changes in the way business is conducted.

ADOLESCENT HEALTH INSURANCE STATUS: ANALYSES OF TRENDS IN COVERAGE AND PRELIMINARY ESTIMATES OF THE EFFECTS OF AN EMPLOYER MANDATE AND MEDICAID EXPANSION ON THE UNINSURED — August 1989

This background paper is the first publication in OTA's ongoing assessment of adolescent health. Using data from the U.S. Census Bureau, OTA estimated the potential

effects of legislation Congress is now considering in order to reduce the number of uninsured adolescents. The study finds that to a large extent, the problems of uninsured adolescents are the problems of uninsured parents.

STATISTICAL NEEDS FOR A CHANGING U.S. ECONOMY — September 1989

— In 1988 the Office of Technology Assessment published **Technology and the American Transition** outlining ways that new technologies have redefined options for stimulating economic growth. Several Committees of the Congress have asked OTA to step back from its analysis of specified technologies and describe the combined effect of the changes on the living standards of different American households, on jobs, and on America's position in the world economy. These questions required OTA to address some very basic questions about the way the economy operates and could operate in the future. The research made extensive use of statistical series from many private and public sources. In many cases standard statistical measures failed to indicate important dimensions of change. The background paper does not attempt to provide a comprehensive critique of national statistics and does not introduce new research designed to solve the technical problems. It is, instead, designed to show how defects in the existing statistical system can limit our understanding of key economic issues and to demonstrate the ways that better management and coordination of America's statistical agencies can lead to concrete improvements.

Staff Papers

Screening for Open-Angle Glaucoma in the Elderly	First Quarter, FY 1989
Appropriate Care for Cataract Surgery Patients Before and After Surgery	First Quarter, FY 1989
Report on OTA Workshop on Medical Fellow-Up Agency	First Quarter, FY 1989
Potential Biological and Electronic Effects of Empress III	First Quarter, FY 1989
OTA Review of Women Vietnam Veterans Health Study	First Quarter, FY 1989
Review of The Columbia Health University-American Legion Vietnam Veterans Study	Second Quarter, FY 1989
S&T for Development: Special Response for the Congressional Task Force on Foreign Assistance	Second Quarter, FY 1989
Costs and Effectiveness of Cholesterol Screening in the Elderly	Third Quarter, FY 1989
Review of the Department of Energy Weapons Complex Modernization Plan: Environmental Issues	Third Quarter, FY 1989
Analysis of the Range of Institutional Options Available to House a Proposed National Center for Biological Diversity and Conservation	Third Quarter, FY 1989
OTA Analysis of Program Proposed by Senator Stafford to Control Emissions of CO_2, SO_2, and NO_x	Third Quarter, FY 1989
Defining Rural Areas	Fourth Quarter, FY 1989
Advanced Vehicle/Highway Systems and Urban Traffic Problems	Fourth Quarter, FY 1989
Review of DoE Modernization Plan: Issues Surrounding Proposed Termination, Relocation and Consolidation of Activities at Certain Facilities in the Department of Energy Nuclear Weapons Complex	Fourth Quarter, FY 1989
Analysis of Selected Mobile Source Provisions in HR 3030 and HR 2323	Fourth Quarter, FY 1989
Response to Sen. Bryan's request for Information Concerning S.1224	Fourth Quarter, FY 1989
Addendum to: "Analysis of Selected Mobile Source Provisions in HR 3030 and HR 2323"	Fourth Quarter, FY 1989

Administrative Documents

ASSESSMENT ACTIVITIES	First Quarter, FY 1989
ASSESSMENT ACTIVITIES	Second Quarter, FY 1989
ANNUAL REPORT	Second Quarter, FY 1989
OTA PUBLICATIONS LIST	Second Quarter, FY 1989
OTA INFORMATION REPORT	Second Quarter, FY 1989
ASSESSMENT ACTIVITIES	Third Quarter, FY 1989
ASSESSMENT ACTIVITIES	Fourth Quarter, FY 1989

16.B. Publication Information

Requests for OTA Publications

During fiscal year 1989, OTA's Publishing Office processed almost 14,000 telephone and mail requests. This total does not reflect additional requests that were processed by OTA program offices and the OTA Congressional and Public Affairs Office. A majority of the non-congressional requests received in the Publishing Office were referred to the U.S. Government Printing Office or the National Technical Information Service for purchase of OTA documents.

The Publishing Office processed requests from congressional offices for multiple copies of many of OTA's reports. The largest number of congressional requests for publications were for:

- Seismic Verification of Nuclear Testing Treaties
- Enhancing Agriculture in Africa: A Role of Development Assistance
- Pesticide Residues in Food: Technologies for Detection
- Informing the Nation: Federal Information Dissemination in an Electronic Age
- Power On! New Tools for Teaching and Learning
- Gearing Up for Safety: Motor Carrier Safety in a Competitive Environment
- The U.S. Textile and Apparel Industry: A Revolution in Progress
- The Quality of Medical Care: Information for Consumers
- Technology and the American Economic Transition: Choices for the Future
- SDI: Technology, Survivability, and Software
- Summary: Technology and Aging in America
- Summary: Wastes in Marine Environment
- Summary: Serious Reduction of Hazardous Waste
- Summary: Ocean Incineration: Its Role in Managing Hazardous Waste
- New Developments in Biotechnology: Patenting Life
- Assessing Contractor Use in Superfund
- Holding the Edge: Maintaining the Defense Technology Base
- Catching Our Breath: Next Steps for Reducing Urban Ozone
- Are We Cleaning Up? 10 Superfund Case Studies
- Biological Effects of Power Frequency Electric and Magnetic Fields

Multiple copies of OTA reports and summaries were also requested by various government agencies and private organizations, including: The Aerospace Corporation; California Rural Indian Health Board; Department of Health and Human Resources; U.S. Department of Education; American Council on Aging; Departments of State, Transportation, Labor, and Energy; Federal Aviation Administration; National Forest Service; National Bureau of Standards; American Library Association; Bureau of the Census; U.S. Information Agency; National Regulatory Council; U.S. Environmental Protection Agency; General Accounting Office; Indian Health Service; several State environmental agencies, school districts, libraries, and law firms; and many universities and colleges.

The Superintendent of Documents, U.S. Government Printing Office reprinted 11 OTA titles (two titles were reprinted twice) during the fiscal year. Publications reprinted included:

- New Developments in Biotechnology: U.S. Investment in Biotechnology
- Are We Cleaning Up? 10 Superfund Case Studies

- Power On! New Tools for Teaching and Learning (2 reprints)
- Gearing Up for Safety: Motor Carrier Safety in a Competitive Environment
- Informing the Nation: Federal Information Dissemination in an Electronic Age
- Pesticide Residues in Food: Technologies for Detection
- New Developments in Biotechnology: Patenting Life
- Issues in Medical Waste Management
- Holding the Edge: Maintaining the Defense Technology Base
- Biological Effects of Power Frequency Electric and Magnetic Fields (2 reprints)
- Electric Power Wheeling and Dealing: Technological Considerations for Increasing Competition

Private Sector Reprinting of OTA Publications

OTA publications are often selected by commercial publishers or private organizations for reprinting. For example:

Hemisphere Publishing Corp. (New York, NY) reprinted:
Elementary and Secondary Education for Science and Engineering

Marcel Dekker, Inc. (New York, NY) reprinted:
New Developments in Biotechnology: Patenting Life

Technomic Publishing Co., Inc. (Lancaster, PA) reprinted:
- Power On! New Tools for Teaching and Learning
- Pesticide Residues in Food: Technologies for Detection
- Educating Scientists and Engineers: Grade School to Grad School

IPPNW Publications Committee (Concord, MA) reprinted:
Summary: SDI: Technology, Survivability, and Software

American Nursing Association (Kansas City, MO) reprinted:
HCS #37: Nurse Practitioners, Physician Assistants, and Certified Nurse-Midwives: A Policy Analysis

National Diet Library (Tokyo, Japan) translated and reprinted:
Book Preservation Technologies

Kyoikusha Publishing, Ltd. (Tokyo, Japan) translated and reprinted:
Mapping Our Genes--Genome Projects: How Big, How Fast?

Mir Publishers (Moscow, Russia) translated and reprinted:
Seismic Verification of Nuclear Testing Treaties

Clean Japan Center (Tokyo, Japan) translated and reprinted:
Summary: Facing America's Trash: What Next for Municipal Solid Waste (Interim Summary)

Other organizations also requested the use of photographs and illustrations from OTA publications to be used in articles, including:

Optical Society of America, Washington, DC (article of Preparing for Science and Engineering Careers)

Mathematical Sciences Education Board, Washington, DC (article on Educating Scientists and Engineers: Grade School to Grad School)

Nephrology News, Huntington Beach, CA (article on Life-Sustaining Technologies and the Elderly)

U.S. General Accounting Office, Washington, DC (information from Acid Rain and Transported Air Pollutants: Implications for Public Policy)

National Education Association, Washington, DC (article on Summary: Power On! New Tools for Teaching and Learning)

Industrial Marketing Group, Wilton, CT (information from Commercializing High-Temperature Superconductivity to be used in a book on "Commercial Opportunities for Superconductivity")

FCB Associates, Washington, DC (information from Educating Scientists and Engineers: Grade School to Grad School to be used in a study conducted for the Air Force Association)

Harry N. Abrams, Inc., New York, NY (information from Biology, Medicine, and the Bill of Rights to be used in a book on "Great Scientific Illustrations")

JFK School of Government, Harvard University, Cambridge, MA (information from Informing the Nation: Federal Information Dissemination in an Electronic Age to be used as classroom material)

Brandeis University, Waltham, MA (information from Technology and the American Economic Transition: Choices for the Future to be used as material for a college textbook entitled "The Sociology of Health and Illness")

College of Law, University of Arizona, Tucson, AZ (information from Infertility: Medical and Social Choices and Artifical Insemination: Practices in the United States, Summary of a 1987 Survey to be used as classroom material in U.S. law schools)

New Mexico State University, Las Cruces, New Mexico (information from Alternatives to Animal Use in Research, Testing, and Education to be used in a seminar on "Animal Welfare Training")

Kodansha Scientific Ltd., Tokyo, Japan (information from New Developments in Biotechnology: Field-Testing Engineering Organisms: Genetic and Ecological Issues to be translated and reprinted in a book entitled "Safety in Biotechnology")

16.C. Assessments in Progress as of October 1, 1989, and Related Legislation

A. In Press on October 1, 1989

Coming Clean: Superfund's Problems Have Solutions

Superfund started out in 1980 as a short-term crash cleanup effort. By 1985, when Congress debated reauthorizing Superfund for a second 5 years, it had become controversial and confrontational.

This study assesses the critical early site evaluation phases of the Superfund program, the technical quality of the remedy selection process, and the impacts on Superfund of the many other cleanup programs that, along with Superfund, cope with national cleanup needs.

The assessment report presents 38 policy options that Congress may wish to consider to improve the Superfund program. The 38 policy options, which can be considered separately or in a number of combinations, are divided into two categories: nineteen strategic initiatives, which would be major new directions in the program, any significant number of which would result in program restructuring; and nineteen program changes, which are more modest in scope and which could be integrated into the existing program. Both strategic and program change options are grouped in three areas: (1) setting cleanup priorities and goals; (2) developing workers and technology; (3) improving government management.

OTA concluded that Superfund has not yet balanced protection of public health and environment against constraints of information, technology, time, and money very well. The result is that controversy and confrontation remain. The study found that Superfund still lacks: 1) a carefully crafted strategy with implementation policies to spell out environmental priorities and goals; 2) an effective partnership among government, site communities, and private sector parties responsible for cleanup; and 3) a unified national infrastructure of education, training, databases, research, and development.

Unless serious consideration is soon given to making fundamental changes in the structure and policies of the Superfund program through strategic initiatives, OTA's assessment is that significant risks to public health and environment will remain poorly managed, public expectations will remain unmet, and public confidence will worsen. Fine-tuning or incremental program changes are feasible and necessary too, but they alone will probably not suffice.

Possible Impact on Legislation: Given the status of Superfund legislation, committees have focused on oversight during the 101st Congress. Hearings with OTA participation were held by: Senate Committee on Government Affairs, Subcommittee on Federal Services, Post Office, and Civil Service (Feb. 3, 1989); Senate Committee on Environment and Public Works, Subcommittee on Superfund, Ocean, and Water Protection (May 10, 1989); House Committee on Public Works and Transportation, Subcommittee on Oversight and Investigation (Oct. 31, 1989); House Committee on Government Operations, Subcommittee on Environment, Energy, and Natural Resources (Nov. 7, 1989)

Interim Publications: "Are We Cleaning Up? 10 Superfund Case Studies" (SR), published June 1988; "Assessing Contractor Use in Superfund" (BP), published January 1989

Project Director: Joel Hirschhorn, 228-6361
Estimated Publication Date: Published October 1989
Requested by: House Committee on Energy and Commerce; House Committee on Public Works and Transportation; Senate Subcommittee on Superfund and Environmental Oversight

The Containment of Underground Nuclear Explosions

A major objective in the underground testing of nuclear weapons is to ensure that radioactive material is not released into the atmosphere. Recent incidents of small leaks into the tunnel system and the unexpected formation of a collapsed crater have created concern over whether adequate safeguards are being maintained. This study will address the technical aspects of preventing and monitoring the accidental release of radioactive material during nuclear testing. In particular, the study will examine: 1) whether current geologic considerations are sufficiently conservative to ensure that rock fractured during a nuclear explosion does not result in the release of radioactive materials; and 2) whether the monitoring networks are sufficiently capable to assess radiation leaks at levels that might cause health effects.

Project Director: Alan Shaw, 228-6443
Estimated Publication Date: Published November 1989
Requested by: House Committee on Interior and Insular Affairs

Copyright and Home Copying: Technology Challenges the Law

According to some, unauthorized duplication of copyrighted works in the home deprives copyright owners of revenue and may, in the long run, undermine the economic viability of copyright-dependent industries. Although copyright is traditionally a private right privately enforced, Congress has, for the last several years, been attempting to formulate solutions to the perceived problem of unauthorized duplication. The main focus of this study is on the impact of home audio taping on the recording industry, with attention to the broader context of home copying issues, which either are, or will soon be, facing other copyright-dependent industries (e.g., home video).

The study built on the findings of a 1986 OTA assessment, Intellectual Property Rights in an Age of Electronics and Information, which documented fundamental problems for the law of copyright in accommodating new developments in communication and information technologies, and which anticipated the specific issues now facing the recording industry.

Key Contact: Joan Winston, 228-6760
Estimated Publication Date: Published October 1989
Requested by: House Committee on the Judiciary and its Subcommittee on Courts, Civil Liberties, and the Administration of Justice; Senate Committee on the Judiciary and its Subcommittee on Patents, Copyrights, and Trademarks

Facing America's Trash: What Next for Municipal Solid Waste?

Early in 1987, a barge loaded with garbage went on a long odyssey in search of a home for its cargo. This infamous voyage focused attention on a growing problem, the management of municipal solid waste (primarily from residences, businesses, and institutions). Currently, 85 percent of municipal solid waste is sent to landfills. Some landfills, however, have been closed, and many more will reach full capacity during the next decade. Developing new landfills has been difficult because of lack of available land, environmental risks, public opposition, and increasing regulation.

Municipalities are considering other options, particularly incineration and recycling. Public opposition to incineration has increased, however, because of concerns about costs and environmental and health risks. Some people contend that incineration should only be used after waste reduction and recycling programs are fully implemented. High rates of

recycling, however, have not been achieved on a wide-spread scale, and little effort has been devoted to waste reduction, particularly how to remove those pollutants or products that can cause harm when incinerated or landfilled.

OTA evaluated how different technologies for reducing and managing municipal solid waste can be used in an environmentally safe and cost-effective long-term strategy. The assessment examined: 1) composition and amounts of municipal solid waste; 2) opportunities for waste reduction (i.e., reducing generation of municipal solid waste or eliminating harmful pollutants from its components); 3) technologies and capacities for recycling, incineration, and landfilling; 4) comparative costs of different options; 6) international experiences; and 7) the future of municipal solid waste policies (policy options).

In addition, medical waste management practices and related policy issues were addressed as part of the assessment. Medical wastes, although a relatively small portion of the municipal solid waste stream, are increasingly incidents of illegal or improper disposal and potential health risks from waste materials associated with the treatment of AIDS and other infectious diseases. A separate staff paper was issued on this topic and it identified current practices and potential risks associated with them and assesses the need for further Federal requirements for the handling, treatment, storage, and disposal of medical wastes.

Possible Impact on Legislation: There were about 40 bills related to municipal solid waste introduced in the 101st Congress. Most of these are likely to become part of the overall RCRA reauthorization process.

Associated Publication: "Issues in Medical Waste Management" (BP), published October 1988

Project Director: Howard Levenson, 228,6856
Estimated Publication Date: Published November 1989
Requested by: Senate Committee on Environment and Public Works; House Committee on Energy and Commerce; House Committee on Science, Space, and Technology

Linking for Learning: A New Course for Education

New curriculum requirements, shortages of qualified teachers in some subjects, sparse student enrollment in some regions, and rising costs for educational services contribute to an increasing need for effective methods for providing instruction. At the same time, advances in telecommunications and computer technology are making it possible to combine and transmit video images, sound, and data, enabling teachers and students to overcome physical and geographic limitations. These systems can broaden the variety and range of instructional programs available to students in remote locations, distribute educational resources more evenly among all students, and provide improved teacher development opportunities. Although telecommunications technologies are already being used extensively for education and training in higher education and business, distance learning projects at the K-12 level currently reach only a small proportion of students and cover limited curricula. Learning opportunities could be expanded to include remote learners of all types, both in the K-12 classroom and in the home. A growing number of State, regional, and local efforts, as well as the Federal Star Schools Program, can expand opportunities for learning at a distance.

While responsibility for instruction resides with State and local agencies, distance learning projects often cross these boundaries and raise questions of concern to all policymakers. What are effective uses of distance learning? What resources are required? How are varying local, State, and regional needs being met? What funding, financial, and institutional arrangements are possible? National interest in improving the quality of

education, increasingly effective interactive technologies, and limited resources make this an issue of strong congressional interest. This study: 1) analyzed various technological options, their costs, effectiveness, and tradeoffs, in the K-12 school setting; 2) examined distance delivery systems in terms of financing and organizational arrangements, curriculum, teacher certification, student evaluation, new roles for teachers and students, and altering traditional boundaries; and 3) identified changes in Federal, State, and local roles and policies to encourage more efficient and effective use of technology for distance learning.

Possible Impact on Legislation: It is very likely that the following bill will incorporate some of OTA's findings: S. 1036, the Rural Partnerships Act of 1989, which is designed to improve the economic, community, and educational well being of rural America. OTA's work is particularly relevant to Section 201 of the act, which provides for the rural Star Schools education opportunities program. In addition, OTA testified at an October hearing on scientific, technical, and literacy education and training, during consideration of H.R. 3122, the Scientific and Technological Literacy Act of 1989, which includes programs to improve high school and grade school science and mathematics curricula, literacy education, and technician training at community colleges.

Project Director: Linda Roberts 228-6936
Estimated publication date: Published November 1989
Requested by: Senate Committee on Labor and Human Resources; House Committee on Education and Labor

B. Under TAB Review on October 1, 1989

Forensic Uses of DNA Tests

Genetic tests can be used to establish identity of individuals and to test for genetic relatedness between individuals. In the past 5 years, such tests have attained new power and found applications in criminal and civil law. Tests that directly measure the presence of DNA markers can be used, for example, to identify blood or hair samples left at the scene of a murder, or to establish the origin of semen in cases of rape. Similar tests can be used to confirm or deny paternity to enforce child support laws or to confirm relatedness in immigration cases. The proposed OTA report will review the technical developments, project emerging technological improvements, estimate costs, and highlight policy implications.

The project gathered technical information on the reliability of the various genetic techniques, assessed costs and procedural issues raised by the rapid adoption of forensic genetic testing, and outlined issues that will emerge as the tests are more widely used. The new genetic techniques are analogous in most respects to more traditional means of identification, such as fingerprinting. Indeed, one of the methods is called "genetic fingerprinting." There are differences, however, that bear on public policy. Several methods of genetic analysis exist, and different techniques are better for different applications. Standardization of techniques is therefore an issue. Costs of testing are high compared to conventional fingerprinting, although they promise to drop as techniques evolve. In addition, use of tests will necessitate database maintenance and storage of materials with attendant budget implications for law enforcement agencies. Genetic techniques also could capture personal data about familial disease susceptibility that fingerprints and other more traditional techniques cannot. The significance of these issues depends on which tests are performed and who has access to the results or to the DNA.

Project Director: Robyn Nishimi 228-6690.
Estimated publication date: Winter 1989-90.
Requested by: Senate Committee on Labor and Human Resources

Partnerships Under Pressure: Managing Commercial Low-Level Radioactive Waste

This project analyzed the Federal effort and State progress in implementing the Low-Level Radioactive Waste Policy Amendments Act (LLRWPAA). The LLRWPAA identifies Federal activities that are needed to help States meet milestones for developing disposal facilities. Several of these activities center around understanding alternative disposal technologies of low-level radioactive waste. Near-surface disposal is the method that has been used at all existing low-level waste disposal sites in the United States. Environmental problems have, however, been encountered at several closed sites, particularly those in humid regions. Several States are therefore interested in using alternative disposal technologies. Concerns have been raised, however, about the technical merits of some disposal facility designs, including designs that would meet Federal regulations for waste that is both radioactive and defined as hazardous by the Resource Conservation and Recovery Act. This study will analyze the technological, economic, and institutional issues surrounding different disposal technologies for low-level radioactive waste. A status report of State progress in fulfilling the LLRWPAA and developing new disposal facilities will also be given.

Associated publication: "Managing Greater-Than-Class C Low-Level Radioactive Waste" (BP), published October 1988

Project Director: Gretchen Hund McCabe 228-6852
Estimated publication date: Published November 1989
Requested by: Senate Committee on Environment and Public Works

C. Assessments in Process on October 1, 1989

ENERGY, MATERIALS, AND INTERNATIONAL SECURITY DIVISION

New Energy Technologies and the Developing Countries

A variety of concerns has directed attention toward establishing greater cooperation among the world's governments in developing policies aimed at systematically fostering energy development in the Third World countries while mitigating the environmental impacts of that development. Increasing the level of energy services in developing countries is essential for advancing their economies and raising standards of living. But greater demands for energy in these countries could cause serious problems, for the countries themselves as well as the rest of the world, unless they are handled in ways that are economically and environmentally acceptable. This study will examine how technology can contribute to the goal of sound and productive energy development in the world's poorer countries, and the role of U.S. policy and the relevant international organizations in encouraging the rapid adoption of improved technologies.

The study will first examine the energy sector in developing countries, and energy's linkage with economic and social development, and the local and global environment. Second, the study will examine the extent to which technology can contribute to the improved efficiency of energy supply, distribution and use in developing countries, the factors determining the rate of technology adoption, and the potential of these technologies for limiting environmental damage. Case studies will provide detailed analysis for the handful of developing countries that account for a large share of total developing country energy. Finally, the study will address ways in which Congress could encourage the

adoption of technologies that promote economically and environmentally sound energy development in the poorer countries. The assessment will also include an analysis of how sales by U.S. energy technology vendors to developing countries could benefit the U.S. trade balance, and the policies of other industrialized countries with regard to the transfer of energy technologies to developing countries.

Possible Impact on Legislation: A wide range of proposed legislation regarding developing countries may be affected by the findings of OTA's assessment. They are largely in the areas of global environmental protection initiatives, technology transfer, and third world debt. Among these bill are: S. 201, World Environmental Policy Act of 1989; S. 321, National Energy Policy Act of 1989; H.R. 1078, Global Warming Prevention Act of 1989; S. 928, Global Environmental Assistance Act of 1989; S. 676 Global Environmental Protection Act of 1989; H.R. 2065, Tropical Forest Initiative Act; H.R. 1704 Tropical Forest Protection Act; S. 488, Renewable Energy and Energy Efficiency Technology Competitiveness Act; H.R. 2104, Renewable Energy Trade Equity Promotion Act; Foreign aid authorization and appropriations bills

Project Director: Joy Dunkerley 228-6267.
Estimated publication date: Spring 1991.
Requested by: Senate Governmental Affairs Committee; House Select Committee on Hunger; House Foreign Affairs Committee

Energy System Vulnerability

Lengthy disruptions in the supply of electricity, natural gas, and refined oil products can cause huge economic losses and serious threats to the public health, safety, and convenience. There are many points in the complex systems for producing and delivery energy which are vulnerable to disruption, whether by hostile action or massive natural disaster. Terrorist activity is quite low in this country, but that could change rapidly, and major earthquakes and other disasters are inevitable. The major concern of policymakers appears to be that such issues may not be adequately considered in planning and operating energy facilities, resulting in an unnecessarily high level of vulnerability. If this turns out to be a concern of significant importance, it is possible that improved design of specific facilities reduce vulnerability. In addition, alternative system concepts could be more sensitive to such concerns and therefore the overall reliability and durability of our energy system enhanced?

This assessment will identify the points of greatest vulnerability, particularly in electric transmission systems and evaluate ways to reduce the vulnerability or mitigate the consequences. The focus will be on measures that can be accomplished at low cost and minimal interference to the operation of the systems.

Possible Impact on Legislation: Senate Government Affairs and House Energy and Commerce have both convened hearings and initiated other oversight investigations that may result in legislative proposals in this area. Findings of the OTA assessment may also contribute to the evaluation of the DOE R&D budget authorization.

Project Director: Alan Crane 228-6427.
Estimated publication date: Spring/Summer 1990.
Requested by: Senate Committee on Governmental Affairs

High-Temperature Superconductivity In Perspective

The availability of high-temperature superconducting materials offers potential for practical use of superconductors in computers, transportation, and electric power systems as well as many new applications not possible with the traditional low-temperature

materials. Since early 1987, technical advances have been announced literally weekly and, if current levels of effort are sustained, progress over the next two decades is likely to continue to be rapid on both scientific and commercial fronts.
This project will evaluate the U.S. research and development agenda for these materials, the technical and economic barriers facing potential applications, and the processing/ manufacturing requirements for delivering products using these materials. This project follows up on a recently completed OTA project on competitiveness issues associated with commercialization of high- temperature superconductors. This latter project, undertaken by the Industry, Technology, and Employment Program, focused on alternative Federal roles in accelerating the commercialization of these new materials, and was delivered in June 1988.

Possible Impact on Legislation: S. 222, a bill to encourage development of energy plants at the mouth of coal mines, concentrating on Appalachian region, through use of superconductivity technology.

Staff Contact: Greg Eyring 228-6270.
Estimated publication date: Winter 1989/90.
Requested by: Senate Committee on Energy and Natural Resources; Senate Committee on Commerce; Senate Committee on Governmental Affairs; House Committee on Science, Space, and Technology

Technological Risks and Opportunities for Future U.S. Energy Supply and Demand

Congress is now being presented with a series of energy demand and supply forecasts that are radically different from those of just a few years ago. A common theme includes greatly moderated oil prices into the early 1990s followed by a possible return to OPEC dominance of oil markets, rising oil prices, and greatly expanded U.S. oil imports by the late 1990s. This study will evaluate current views of the U.S. future energy outlook, identify key technical uncertainties and risks that affect the validity of these views, and identify and evaluate energy policy options for dealing with these uncertainties and risks. The first phase of the study evaluated the implications for U.S. energy policy of volatile oil prices, emphasizing the effects of low prices on domestic oil production, e.g., plugging of stripper wells and loss of production from tertiary and some secondary recovery operations in the shorter term, loss of production and reserves due to lower drilling rates, reduced R&D expenditures, and so forth in the longer term.

In the second phase, aimed at overall U.S. energy supply and demand, OTA will first examine historic changes in U.S. energy supply and demand and the ability of previous forecasts to anticipate these changes. The study will describe current forecasts for the next 15 to 25 years and identify their underlying assumptions. The study will then identify and evaluate the primary sources of technical uncertainties in the forecasts. The sources of technical uncertainty include: economic growth rates and patterns; new energy supply, conservation, and end use technologies; geologic uncertainties about available oil and gas resources; consumer reactions to lower energy prices, and other aspects of public and industry behavior; and methodological problems in forecasting. Finally, the study will identify and evaluate policy options that would add flexibility to the energy system, i.e., to increase the system's ability to adapt to the range of futures consistent with these uncertainties.

Possible Impact on Legislation: Two major legislative areas have been highlighted in the 101st Congress in this area: automotive fuel economy and alternative transportation fuels. The forthcoming special reports are likely to contribute to discussions in the clean air act debate including consideration of: H.R. 3030 and S. 1490; H.R. 4; H.R. 99; H.R. 2323; S. 1894

Interim publication: "U.S. Oil Production: The Effect of Low Oil Prices" (SR), published July 1987.

Project Director: Steven Plotkin 228-6275.
Estimated publication date: Spring 1990.
Requested by: House Committee on Energy and Commerce, and its Subcommittee on Fossil and Synthetic Fuels; House Committee on Government Operations

Training in the Workplace: Implications for U.S. Competitiveness

A work force capable of dealing with rapid technological change will be increasingly important to U.S. industry as other parts of the world continue to become more sophisticated economic competitors. Thus, the training U.S. firms give to help their workers adapt to new technology and changing workplace needs is more critical now than ever before. The United States has a very large industrial training system, and a great many U.S. firms place a strong emphasis on training their workers; some are world leaders in developing cutting edge methods to enhance the performance of their workers. Since much of this training takes place within firms, little systematic analysis is available about the nature and effectiveness of the industrial training system as a whole. In the past, policymakers in government had little need for such analyses. Recently, however, a variety of Federal incentives to encourage U.S. firms to engage in more training of their workers have been proposed. Better information about the employee training system would help policymakers evaluate these proposals, beginning with the fundamental question of whether any additional Federal role is warranted.

This assessment will explore the connections between new workplace technology, employee training, and competitiveness. The study will examine such topics as: 1) the national investment in training of active work forces; 2) the delivery system for employee training, including cooperative approaches between industry and State government; 3) instructional technology and research needs in work force training; 4) employee training and adjustment to technological change; 5) demographic changes in the work force and their implications for training; 6) employee training in countries that are major industrial competitors of the United States; 7) policy questions that would be helpful to Congress as it considers the effectiveness of existing Federal programs, and debates whether to expand, contract, or maintain a Federal role in this area.

Possible Impact on Legislation: This study could affect actions on several different types of legislation, including:
Basic Skills and Workplace Literacy: H.R. 970, H.R. 3123, S.813, S.1310
Tax Treatment of Employee Educational Assistance under Section 127 of the IRS Code: H.R. 2037, S. 260
Postsecondary Vocational Education/ Advanced Technical Training: H.R. 7, H.R. 22, H.R. 70, H.R. 147, H.R. 1265, H.R. 1720, H.R. 1128, H.R. 1130, H.R. 1913, H.R. 2235, S.453, S.1143, H.R. 2235, H.R. 2544, S.799, S.439, S.496, S. 658, S.1019, S.1219
Labor Market Skills Information Improvement: H.R. 2235, S. 742,
Vocational Education and Training: Six days of full committee or subcommittee hearings on reauthorization or amendments to the Carl D. Perkins Vocational Education Act were held by the House Committee on Education and Labor. The Senate Committee on Labor and Human Resources' Education Subcommittee held three days of hearings on the Perkins Act.
Job Training Partnership Act: Five days of hearings were held by the full Senate Labor and Human Resources Committee or one of its subcommittees on proposed amendments to the Job Training Partnership Act. The Subcommittee on Employment Opportunities of the House Education and Labor Committee held hearings on legislation to amend JTPA.
Adult Literacy Workplace Basic Skills: Hearings were held by the Subcommittee on Employment and Productivity of the Senate Labor and Human Resources Committee.

Project Director: Wendell Fletcher 228-6352.
Estimated publication date: Fall 1990.
Requested by: Senate Committee on Finance; Senate Committee on Labor and Human Resources; House Committee on Education and Labor

Technology, Innovation, and U.S. Trade

Rapid and widespread international diffusion of technology has created competition for U.S. manufacturers from a growing number of countries, and in a widening array of products. This competition has cut into the market share of U.S. manufacturers even in many high technology products. Manufacturing productivity rose more slowly in the U.S. than in some of our competitor nations, and the quality of many U.S. products has been poorer than those of our competitors. Some products, notably much of consumer electronics, are no longer made in the U.S. at all. The loss of the American lead in technology, combined with macroeconomic developments that made imports attractive and exporting difficult, has caused unprecedented trade deficits, which exceeded $160 billion in 1987.

The loss of U.S. technological dominance has many causes. Part of the loss was inevitable, as Europe and Japan recovered, with U.S. help, from WWII, and as the newly industrializing countries, again with U.S. help, educated their work forces at all levels, applied new technology, and took advantage of the markets in an open trading system. But some of our loss is a result of our inadequate attention to manufacturing process improvement, and to an environment of decision making about investment in R&D, innovation, and product commercialization shaped partly by U.S. public policy. Unlike many other governments, the U.S. has been reluctant to use public policy directly to aid manufacturing competitiveness, or to factor the effects on our international competitiveness into policy decisions in other areas (e.g., regulation). The result is an environment that is much less favorable to long term investment than in, for example, Japan and the Asian newly industrializing countries.

The study will assess how technology, coupled with strategic responses by U.S. firms, could improve the competitiveness of U.S. manufacturing. The study will also identify possible public policy responses, with particular emphasis on policies to stimulate long term investment in technology development and commercialization, and on trade policies that occupy a middle ground between neoclassical free trade and protectionism. The effects of such policies on the ability of developing nations to improve their own standards of living will be identified.

Possible Impact on Legislation: This study could affect actions on several bills under consideration, including:
Bills related to tax credits designed to stimulate research and development. Examples are: HR1267; HR1416; and S570.
Bills related to establishing a Department of International Trade and Industry. Examples are: HR782; HR1274; and S1191.
Bills related to technology extension programs. Examples are: S1031 and S1191.
A bill related to Japanese technical literature: S1191.
Bills related to technology diffusion and transfer projects. Examples are: HR1216; HR1516; HR2104; HR2287; S488; S550; S1031; S1059; S1067; S1191; and S1294.
Bills related to manufacturing technologies. Examples are: HR1267; HR2287; S952; S1067; and S1191.
Bills related to improving technical and scientific education. Examples are: HR22; HR966; HR1217; HR1293; HR1561; HR1675; HR1720; HR2235; HR2270; HR2957; S134; S439; S1067; and S1442.
Bills related to encouraging R&D consortia. Examples are: HR1024; HR1025; HR1516; HR2264; HR2287; S550; S1006; and S1294.

Bills related to antitrust laws. Examples are: HR423; HR469; HR1024; HR1267; HR2287; S179; S270; S952; S1006.
Bills related to intellectual property issues. Examples are: HR469; S270; S446; S1294; and S1529.
A bill related to federal laboratories. This is S550.
Bills related to indexing, reducing or creating variable rates of capital gains tax. Examples are: HR57; HR499; HR504; HR719; HR1029; HR1242; HR2154; HR2370; S171; S182; S348; S411; S551; S664; S1286: S1311; and S1541.

In addition, during the 100th Congress, the president signed the Trade Act of 1988. Many in the 101st Congress, and in the executive branch, will be interested in how the new law is implemented, and whether further legislation is warranted. Also, the top item on the agenda of the 101st Congress is real, structural federal budget deficit reduction, a sine qua non for reducing the trade deficit. Just how the deficit is reduced, however, could have a great deal to do with how the trade deficit can be reduced, and many in Congress (particularly on the requesting Banking Committees of the House and Senate and the Senate Committee on Finance) will be interested in how to achieve real deficit reduction without penalizing the efforts of manufacturers to rebuild competitiveness.

Interim publications: "Trade Adjustment Assistance: New Ideas for an Old Program" (SR), published June 1987; "Paying the Bill: Manufacturing and America's Trade Deficit" (SR), published June 1988; "Technology Transfer to the United States: The MIT-Japan Science and Technology Program" (BP), published April 1989

Project Director: Julie Gorte 228-6354.
Estimated publication date: Spring 1990.
Requested by: Senate Committee on Finance; Senate Committee on Banking, Housing, and Urban Affairs; House Committee on Banking, Finance, and Urban Affairs

Europe 1992

The United States must redouble efforts to develop and diffuse manufacturing technology to reduce its trade deficit and maintain economic progress. But technology is not enough; other countries' trade regimes and market conditions can make it difficult for American producers to compete even if the U.S. produces high-quality reliable products at reasonable prices. East Asian nations are large and growing markets, but difficult to penetrate. Many less developed countries are burdened with substantial debt and have little hard currency. But most importantly, Europe is preparing to remove intra-European trade barriers by 1992 and reorganize its external trade relationships. While the European Commission promises that the result will mean greater opportunities for U.S. firms, it is not clear that this applies to U.S. exports. European policies on local origin, standards, and government procurement could force many U.S. firms to manufacture in Europe in order to sell there. In the long run, efforts to develop and diffuse technology in high-tech sectors in Europe could have a more pervasive impact on the competitive success of American manufacturing. European science and technology initiatives like EUREKA, JESSI, RACE, and BRITE could be sources of renewed competition for American firms; they also might provide insights for our own technology policy debates. This study will assess how the EC's Single Market Act and the technology projects of Europe affect U.S. manufacturers and trade, particularly in high technology sectors like microelectronics, computers, and telecommunications equipment. It will compare how technology development in chosen industrial sectors has worked in both Europe and East Asia, and assess the conditions under which governmental participation and collaboration between firms, universities and government has succeeded or failed.

Possible Impact on Legislation: At least one bill related to the transformation of the European Economic Community in 1992: S1347. Also, in the past year, at least five different committees have held hearings about the effect Europe 1992 may have on American competitiveness. These include: The House Committee on Science, Space, and Technology, 5/15/89; Subcommittee on International Economic Policy and Trade of the House Committee on Foreign Affairs, 3/23, 4/5, 4/15, 5/10, 5/11/89; Senate Finance Committee, 5/4/89; Joint Economic Committee, 4/26/89; Subcommittee on Financial Institutions, Supervision, Regulations and Insurance of the House Banking, Finance and Urban Affairs Committee, 9/26/89.

Project Director: Julie Gorte 228-6354.
Estimated Publication Date: Winter 1990-91.
Requested by: Senate Committee on Finance

The Use of Technology To Counter Terrorism

The assessment will examine the state of R&D applicable to countering terrorism. It will identify promising lines of work for further exploitation, and assess the effectiveness of translating successful technology into actual protection of U.S. citizens, officials, and property. In addition to obvious areas of interest, such as technologies related to explosives detection, access control, and incident response, OTA will also consider possible future terrorist threats and potential means of dealing with them.

Marked by the bombing of Pan Am 103, 1988 witnessed a large increase in the number of U.S. casualties to terrorism. But terrorists have been active throughout the 1980s, staging hijackings, kidnappings, airplane bombings, and car bombings. Death tolls have been high; e.g., over 800 died in the three worst aircraft bombings between 1985 and 1988. Threats from various officials of foreign governments (e.g., Iran) and sub-national groups (e.g., Ahmed Jibril's Popular Front for the Liberation of Palestine/General Command) indicate a policy of escalating attacks on U.S. targets, including civilians. In general, on a global level, U.S. interests and U.S. citizens have been the frequent , although by no means unique, targets of attack.

The U.S. possesses one distinct advantage in its response to this challenge: its high level of technological expertise and its excellent technical resources. While technology cannot provide foolproof protection of American lives and property from terrorists, it can play an important role. OTA will provide Congress with an analysis of the potential effectiveness of this tool for the near- and mid-terms. Policy options regarding research and development and the transfer of useful technology to the field will be included. Some of the information developed will have to be protected. OTA will therefore produce an unclassified report with an appropriately classified appendix.

Possible Impact on Legislation: Work on counterterrorism technology should influence legislation concerning funding for R&D related to counterterrorist activities in a number of agencies, as well as funding for operation of agencies with a counterterrorist role.

Interim deliverable: "The Use of Technology in Counterterrorism" (SR), Spring 1990

Project Director: Anthony Fainberg 228-6429.
Estimated Publication Date: Spring 1991.
Requested by: Senate Governmental Affairs Committee; Subcommittee on Terrorism of the Senate Foreign Relations Committee; Senate Committee on Commerce, Science, and Transportation, and its Subcommittee on Aviation

International Collaboration in Defense Technology

Cooperation with our allies in the development of defense technology has been a major element of the NATO Alliance. It is also an increasingly important aspect in our relations with Japan and other Western Pacific nations. At the same time, competition in high-technology industries -- both military and civilian -- has escalated among the United States, the European Community, and Japan. In this context, much advanced technology is first developed for commercial markets and is later adapted to military systems. Conversely, military technology also finds its way into civilian markets. Future agreements for international cooperation in defense technology may affect longstanding security arrangements, both in Europe and in the Pacific Basin. They may also influence the ability of U.S. companies to compete for market share in international high-technology industries. Cooperation in military technology may have to be reevaluated with respect to new political and economic conditions related to the economic integration of Western Europe in 1992.

This study will: 1) assess the level of cooperation that exists between the United States and its allies in the development of defense related technologies; 2) analyze the implications of international collaboration in defense technology and co-development of military systems, both in terms of the impact on present security alliances, and in terms of the effect on the health of defense-related industries in the United States; 3) address the problem of increasing U.S. military dependence on foreign technology; and 4) describe and assess relevant U.S. defense technology policies, as well as the objectives and policy approaches that our allies bring to the bargaining table.

Possible Impact on Legislation: Work on international cooperation in defense technology should have broad influence in areas of defense, commerce, and foreign policy. It ought to directly influence legislation on continued funding of cooperative projects with our NATO Allies, and should be influential in future debates about "FSX-like" deals.

Interim deliverable: "International Collaboration in Defense Technology: Issues and Implications" (SR), Spring 1990

Project Director: William Keller 228-6434
Estimated publication date: Spring 1991
Requested by: Senate Committee on Armed Services, and its Subcommittee on Defense Industry and Technology; House Committee on Government Operations, and its Subcommittee on Commerce, Consumer, and Monetary Affairs

Technologies for Verifying Compliance With a START Agreement

The Strategic Arms Reduction Treaty under negotiation between the United States and the Soviet Union will attempt to reduce and constrain a large and complex set of nuclear weapons. Verification measures for such a treaty may include national technical means ("NTM"), agreements not to interfere with NTM, exchanges of data, counting rules, cooperative measures (such as opening missile shelters on request), and onsite inspections of various types. The process of verification involves technical as well as other components. A technology assessment cannot determine the verifiability of an arms agreement, but it can assist Members of Congress in judging how well a proposed verification regime will meet their standards of verification. It can identify the kinds of information useful for verification. It can evaluate the utility and limitations of various verification measures, singly and in combination, for acquiring those kinds of information. For some arms control provisions, it may be able to estimate the level of confidence that certain verification measures could provide that compliance exists. It can identify the interactions between technical estimates and legal-political judgments. It can offer a

general framework for technical understanding of verification issues. The report will be classified "secret" but an unclassified summary will be produced.

Possible Impact on Legislation: Work on technology for verifying a START agreement should influence deliberations over the ratification of a START agreement, if and when one is concluded. It may also affect authorization and appropriation for DoD, DOE, ACDA, and verification-related technology research and development in various agencies.

Project Director: Thomas Karas 228-6430.
Estimated publication date: Summer 1991.
Requested by: Senate Foreign Relations Committee; House Foreign Affairs Committee

Advanced Space Transportation Technologies

Recent executive branch reports have identified ambitious civilian and military space goals, many of which could only be met by achieving significant advances in space transportation technology. Whether or not this Nation chooses to pursue these specific goals, Congress needs credible information regarding the relationship between space goals and space launch technology and the feasibility of achieving critical technical and cost milestones. Although some technology research will be "generic," the launch needs of NASA, the Air Force, SDI, and the U.S. private sector are not identical. If this Nation chooses to invest in advanced launcher technology, it will be important to ensure that launch vehicle requirements are met without unnecessarily dissipating scarce national resources on duplicative or unproductive research. In light of these concerns, OTA's assessment will: 1) identify launch systems capable of serving the plausible range of demand for space transportation over the next 20 years; 2) identify and evaluate key technologies--including low- cost, low-technology systems--that might increase the performance and reduce the cost of space transportation while contributing to U.S. industrial competitiveness; 3) evaluate the time and cost of development of these technologies; 4) determine how changes in spacecraft design and operations will influence launch technology; 5) analyze techniques and incentives that could reduce the operations and maintenance costs of new technologies; 6) examine alternative roles for the private sector; 7) assess the state of advanced launch research in other countries; and 8) discuss the adequacy of existing institutions for carrying out an aggressive R&D program to meet the needs of diverse users.

Possible Impact on Legislation: Work on space transportation and space debris has, and should continue to, influence authorizations and appropriations for NASA and the Air Force.

Interim publications: "Launch Options for the Future: A Buyer's Guide" (SR), published July 1988; "Reducing Launch Operations Costs: New Technologies and Practices" (TM), published September 1988; "Round Trip to Orbit: Human Spaceflight Alternatives" (SR), published August 1989; "Affordable Spacecraft: Design and Launch Alternatives" (BP), Winter 1989-90; "Space Debris: A Threat to Space Operations" (TM), Winter, 1989-90

Project Director: Ray Williamson 228-6448.
Estimated publication date: Winter 1989-90.
Requested by: House Committee on Science, Space, and Technology Senate Committee on Commerce, Science, and Transportation

Holding the Edge: Maintaining the Defense Technology Base

This assessment explored the growing concern over the health of the defense technology base, the indispensable underpinning of U.S. technological superiority in

military systems. The study analyzed how the defense technology base is managed and how relevant policy is made and identified options for Congress to improve this process. It also identified the strengths and weaknesses of the defense technology base and suggested policy options to exploit the strengths and remedy the weaknesses. The main volume of the report was published in May 1989, and Volume 2, the Appendices, is currently in press.

Interim Publications: "Holding the Edge: Maintaining the Defense Technology Base" (R), published May 1989; "The Defense Technology Base: Introduction and Overview" (TM), published March 1988.

Project Director: Alan Shaw 228-6443.
Estimated publication date: Winter 1989-90.
Requested by: Senate Committee on Armed Services, and the Subcommittee on Defense, Industry, and Technology.

HEALTH AND LIFE SCIENCES DIVISION

Biotechnology in a Global Economy

The U.S. Government indirectly supports industrial applications of biotechnology by funding basic research in a wide range of relevant disciplines. Congressional interest in both the regulation of biotechnology and its role in economic growth has been evident in hearings and legislation since the early 1980s. International economic competitiveness has emerged as a key bipartisan issue. To date, congressional actions related to biotechnology have been primarily focused on regulatory issues, with less consideration of how other industrial policies might conflict with or complement the U.S. competitive position in the industrial sectors most affected by these new techniques. Biotechnology efforts underway in Western Europe and Japan cover a spectrum of industries. Not all countries are targeting all industries. An assessment of the U.S. competitive position in biotechnology must take into account the extent to which specific countries are posing a significant challenge in the application of biotechnology to particular industrial sectors. Traditional indicators of competitive status (e.g., imports, exports, trade balances, employment) are not yet useful predictors of the U.S. position in biotechnology due to the immaturity of the industry and the unavailability of data. Thus, this study will necessarily develop pioneering criteria on which a competitive assessment can be made.

This assessment will: 1) identify current U.S. capabilities in various applications of biotechnology and compare these capabilities to efforts underway internationally, 2) address trade, export, and international intellectual property issues relevant to the safe and timely commercialization of products derived from biotechnology, 3) assess the feasibility of cooperative ventures between U.S. firms (e.g., those formed in Japan and Western Europe), 4) determine the extent to which international agreements are occurring and evaluate the impact of those agreements, and 5) examine existing mechanisms for more effective technology transfer between Federal and private interests. The project will produce at least three short reports, each focusing on one industrial sector. Possible industrial sectors for study are pharmaceuticals, agriculture, specialty chemicals, and support industries (i.e., equipment, instrumentation, supplies).

Possible Impact on Legislation: This work could affect legislation on organizational activities of the Department of Commerce, as well as S.1036, the Rural Partnership Act of 1989.

Interim publications: "Government Policies for Biotechnology" (SR), Fall 1990; "Commercial Integration" (SR), Winter 1990

Project Director: Kevin O'Connor 228-6692.
Estimated publication date: Winter 1990-91.
Requested by: Senate Committee on Agriculture, Nutrition, and Forestry; House Committee on Science, Space, and Technology; Senate Committee on the Budget

Genetic Testing in the Workplace

Genetic testing, as used in the workplace, encompasses two activities: screening and monitoring. Genetic screening involves a priori examining employees or prospective employees for certain inherited genetic traits. Genetic monitoring involves periodic testing of employees to evaluate possible changes in their genetic material that might have resulted from workplace exposures. In 1982, OTA surveyed industry and unions to determine the extent of employer genetic testing. Despite finding that none of the genetic tests evaluated by OTA met established scientific criteria for routine use in an occupational setting, OTA found that some companies were testing employees, and the results indicated that such testing could increase. In the intervening years, rapid advances in recombinant DNA and human molecular genetics have enormously increased the ability to identify individuals at risk for, or susceptible to, a variety of conditions, including thalassemias, alpha-1 antitrypsin deficiency, manic-depressive and other mental disorders, heart disease, hypertension, and some neoplasias. Both the number of applications and the technical capability to detect disorders have increased. With these advances, various concerns have surfaced about new consequences--positive and negative--that the new genetic technologies may have for both employers and employees. This assessment will: 1) examine the state-of-the-art (e.g., efficacy, accuracy, cost) of technologies used by employers for genetic screening and monitoring; 2) survey, at a minimum, the 500 largest U.S. industries, 50 largest utilities, and 11 major unions to determine the current (and future) nature and extent of employer testing; 3) analyze the impacts genetic testing may have had since the 1982 OTA survey; 4) discuss ethical issues pertinent to worker testing, including worker involvement in testing decisions; and 5) examine legal issues, including employment discrimination, and the role of the Occupational Safety and Health Administration and the National Institute for Occupational Safety and Health.

Possible Impact on Legislation: This assessment could have an impact on H.R. 3067, the High Risk Occupational Disease Notification and Prevention Act of 1987 - to establish a system for identifying, notifying, and preventing illness and death among workers who are at increased or high risk of occupational disease; or on S. 1265, the Minimum Health Benefits for All Workers Act of 1987 - to amend the Public Health Service Act and the Fair Labor Standards Act of 1938 to provide minimum health benefits for all workers in the United States, if it is reintroduced.

Project Director: Margaret Anderson 228-6695
Estimated publication date: Spring 1990.
Requested by: Senate Committee on Commerce, Science, and Transportation; House Committee on Energy and Commerce; House Committee on Science, Space, and Technology
Endorsed by: Senate Committee on Labor and Human Resources

New Developments in Neuroscience

Neurological disorders affect 50 million Americans every year. These disorders range from simple disorientation resulting from jet lag, to loss of sensation or movements in an arm or leg, to the total mental and physical incapacitation that results from degenerative conditions like Alzheimer's disease. Estimates of the costs of care, treatment, and loss of productivity due to neurological disorders run as high as $300 billion per year and are expected to increase as the population ages. Recent advances in neuroscience research have enormous potential to improve the lives of millions of Americans. In a series

of publications, OTA examines a number of topics in neuroscience that have the greatest potential to affect our society in the next decade. These topics include: 1) Neural transplants and nerve regeneration: the state-of-the-art in research and application will be examined. Legal, ethical, scientific, and regulatory issues related to sources of material for neural transplantation will be evaluated. 2) Biological rhythms and shift work: basic and applied research in biological rhythms and new applications to workers' scheduling, particularly in occupations overseen by the Federal Government, will be described. In addition, the impact of chronic disruption of sleep-wake cycles on worker health, safety, and productivity will be examined. 3) Neurotoxicity: the current hazard of neurotoxins, the practices for neurotoxicity testing by private and public organizations, and the efficacy of these practices in identifying neurotoxicity will be analyzed. In addition, this analysis will identify areas where new advances in neuroscience research may be applied to neurotoxicity testing. 4) Biochemical bases of mental illness: this examination will include review of the current level of research in mental disorders. The scientific, legal, and ethical implications of new discoveries such as genetic markers for mental disorders will also be assessed, and the development and efficacy of new pharmaceuticals to combat these conditions will be addressed.

Possible Impact on Legislation: This assessment could affect actions on the following legislation:
H. R. 1530: A bill to authorize a national program to reduce the threat to human health posed by exposure to contaminants in the air indoors.
H. R. 1762: A bill to amend the Consumer Product Safety Act and related laws to improve the performance of CPSC.
S. 657: A bill to authorize a national program to reduce the threat to human health posed by exposure to contaminants in the air indoors.
H. R. 146: A bill to amend the Federal Insecticide, Fungicide, and Rodenticide Act to permit Federal agencies to use pesticides on public lands without duplicating the research or analyses of the EPA.
H. R. 599: A bill to prevent ground water contamination by pesticides.
H. R. 3153: A bill to amend the Federal Insecticide, Fungicide, and Rodenticide Act.
H. R. 3292: A bill to amend the Federal Insecticide, Fungicide, and Rodenticide Act and the Federal Food, Drug, and Cosmetic Act.
H. R. 1725: A bill to amend the Federal Food, Drug and Cosmetic Act with respect to pesticide tolerances and the consideration of benefits of pesticide use.
S. 722: The companion bill to H. R. 1725.
H.J.RES.68: A joint resolution designating May 1989 as "National Stroke Awareness Month". (Neural Grafts)
H.J.RES.174: A joint resolution to designate the decade beginning January 1, 1990, as the "Decade of the Brain". Law No: 101-58 (Neural Grafts)
S.J.RES.62: A joint resolution designating May 1989 as "National Stroke Awareness Month". Public Law No: 101-27 (Rhythms)
H.R.622: A bill to amend the Federal Food, Drug, and Cosmetic Act to require that the labeling of drugs which are derived from materials from a human fetus shall include notice of the source of such materials and the labeling shall be made available to the consumer and the parent or guardian of the consumer.
H.R.625: A bill to regulate the interstate transportation, importation, exportation, and storage of human fetal tissue.
H.R.1095: A bill to promote safety and health in workplaces owned, operated or under contract with the United States by clarifying the United States' obligation to observe occupational safety and health standards and clarifying the United States' responsibility for harm caused by its negligence at any workplace owned by, operated by, or under contract with the United States.
S.464: Companion bill to H.R. 1095
H.R.1351: A bill to amend the Public Health Service Act to establish a certain prohibition against the use of fetal tissue obtained pursuant to induced abortions.

H.R.1490: A bill to amend the Public Health Service Act to provide assistance to education,. research, and treatment programs relating to Alzheimer's disease and related disorders and to amend the Social Security Act to improve the provisions of services under the Medicare and Medicaid programs to individuals with such diseases or disorders.
S.1321: companion bill to H.R. 1490
H.R. 1643: A bill to provide the independent health and safety regulation of Department of Energy nuclear facilities, and for other purposes.
H.R.2781: A bill to provide better services for individuals with Alzheimer's disease and related dementias through improved biomedical research, health services research, and training of health care personnel, and for other purposes.
S.1255: companion bill to H.R. 2781
H.R.3067: A bill to establish a system for identifying, notifying, and preventing illness and death among workers who are at increased or high risk of occupational disease, and for other purposes.
H.R.3173: A bill to apply the provisions of OSHA to certain Department of Energy nuclear facilities.
S.582: A bill to notify workers who are at risk of occupational disease in order to establish a system for identifying and preventing illness and death of such workers, and for other purposes.

Interim publications: "Neurotoxic Substances: Identification and Regulation" (SR), Winter 1989-90; "Neural Grafts and Nerve Regeneration" (SR), Winter 1989-90; "Biological Rhythms and Shift Work" (SR), Fall 1990

Project Director: David Liskowsky 228-6676
Estimated publication date: Fall 1990.
Requested by: House Committee on Energy and Commerce; House Committee on Veterans Affairs; House Committee on Science, Space, and Technology; House Committee on Appropriations; Senate Committee on Commerce, Science, and Transportation, Subcommittee on Consumer
Endorsed by: Senate Committee on Labor and Human Resources

Confused Minds, Burdened Families: Helping People Find Care for Alzheimers & Other Dementias

Growing awareness of the large number of persons affected by dementia, the difficulties involved in their care, and the lack of appropriate services for them in most communities has led to public and private efforts to establish services. Attention has focused so far on particular health and long-term care services needed by persons with dementia and their families. Less attention has been paid to methods of locating and arranging these services. Some States and localities and some private agencies have established information and referral and case management systems to help families and others obtain services for persons with dementia. In some communities, local voluntary groups, usually associated with the National Alzheimer's Disease and Related Disorders Association, provide information and assistance to families in locating needed services. In most communities, however, the existing information and referral and case management services fail to meet the needs of persons with dementia and their families. As a result, families and other caregivers are referred from one agency to another in a haphazard, lengthy, and sometimes fruitless search.

This assessment will describe, compare, and evaluate existing methods of locating and arranging health and long-term care services for dementia patients. It will identify methods that are successful in some communities and may therefore serve as models for other communities. It will focus on methods that coordinate services already provided by Federal, State, and local government programs and private agencies and on methods that support rather than suppiant the efforts of private voluntary groups.

Possible Impact on Legislation: This study could influence legislative initiatives with respect to long-term care for elderly and disabled people, particularly initiatives arising from the work of the Bipartisan Commission on Comprehensive Health Care and Long-Term Care (the Pepper Commission) and legislative initiatives with respect to services for people with Alzheimer's and other dementias, such as the Alzheimer's Disease Research and Training Act of 1989 (HR 2781 and S 1255).

Project Director: Katie Maslow 228-6688.
Estimated publication date: Winter 1989-90.
Requested by: Senate Committee on Labor and Human Resources; House Committee on Energy and Commerce; House Select Committee on Aging
Endorsed by: House Committee on Veterans Affairs; Senate Special Committee on Aging

Emerging Agricultural Technology: Issues for the 1990s

Today, the United States is fighting to retain its market share of agricultural exports against increasingly efficient competitors. An increasing need exists to reduce the cost of production and to emphasize economic yields rather than just production yields. Agricultural research plays a vital long-term role in ensuring a successful and profitable industry in this new age. This assessment will provide information on the emerging agricultural technologies for the 1990s and the structure of the research system that gives rise to these technologies. The technologies will include biotechnology, information technology, and low input technology for the food and agricultural sector. The study will examine such areas as: 1) the impact of emerging technologies on the agricultural sector; 2) Federal funding models in agricultural research; 3) direction and planning of agricultural research; 4) adequacy of the current structure of the public research and technology transfer system; and 5) the changing nature of public and private sector research.

Possible Impact on Legislation: This major legislative use of this study will be fore the reauthorization of the Food Security Act of 1985 (i.e., the 1990 Farm Bill) by the Senate and House Agriculture Committees. Major areas of analyses that will be useful to the Farm Bill debate include: 1) the impact of emerging technologies on animal and crop agriculture; and 2) the relevancy of the food and agriculture public research system for the 1990s. The first analysis will focus on emerging biotechnology such as bovine somatotropin and its impact on the dairy industry and consumers. Various policy scenarios will be analyzed for the committees. The public research and technology transfer system will be analyzed as to its effectiveness in the 1990s. Potential changes in the structure and funding of the system will be prepared for the committees' debates of the research and technology transfer section of the Farm Bill. The results of the study will also be useful to the Senate and House Appropriations Committees. Specific areas include allocation of funds for farm support programs, such as the dairy price support program, and research and technology transfer programs at universities, U.S. Department of Agriculture, National Science Foundation, and National Institutes of Health.

Project Director: Mike Phillips 228-6521.
Estimated publication date: Winter 1990-91.
Requested by: Senate Committee on Agriculture, Nutrition, and Forestry; House Committee on Agriculture

Renewable Resources Planning Technologies for Public Land Use

As society's needs grow, renewable resources (soil, water, vegetation, and wildlife) are called on to provide more products and services than ever before. Multiple-use considerations are common in land and resource planning decisions. Land planning

techniques are used to assess trade-offs between available land use alternatives. Certain characteristics, like long time horizons and their associated uncertainty, make land and renewable resources planning one of the most difficult and challenging undertakings. In addition, new, complex planning questions have been raised as a consequence of acid rain and global warming. To identify opportunities for improving renewable resources planning, OTA will: 1) assess existing (e.g., FORPLAN model) and emerging (e.g., expert systems) land and resource planning technologies; 2) identify the technological and institutional constraints and opportunities for the U.S. Forest Service to improve its planning process; and 3) propose options on how products of planning processes can aid Congress in establishing policies and management objectives to guide the stewardship of the Nation's renewable resources.

Possible Impact on Legislation: The interim report on the national RPA Assessment and Program will likely be used by the various congressional committees in their oversight of the Final 1990 RPA Program. This Forest Service document presents alternative approaches to managing forest resources, and together with the President's Statement of Policy, sets the direction for national forest management. Congress will likely hold oversight hearings, and has the option of revising the President's Statement of Policy. In addition, many groups have suggested that the 1974 Act should be revised, and oversight hearings on the 1990 Program might set the stage for such a legislative proposal.

Interim publication: "Resource Planning Act: An RPA Analysis" (SR), Spring 1990

Project Director: Ross Gorte 228-6510.
Estimated publication date: Spring 1991.
Requested by: House Committee on Agriculture; House Committee on Agriculture, Subcommittee on Forests, Family Farms, and Energy; House Committee on Interior and Insular Areas, Subcommittee on National Parks and Public Lands; Senate Committee on Agriculture, Nutrition, and Forestry

Beneath the Bottom Line: Agricultural Approaches To Reduce Agrichemical Contamination of Groundwater

Groundwater supplies drinking water to 50 percent of the conterminous U.S. population and to roughly 90 percent of the rural population. As monitoring efforts and testing methods have improved over recent years, increasing numbers of agrichemicals (fertilizers and pesticides), some of which are known carcinogens, have been found in drinking water supplies. In some cases, public health concerns have dictated that wells be capped, and environmental concerns have led to controversy over the use of wildlife refuges as irrigation tailwater disposal sites. Because known groundwater cleanup methods are largely beyond the financial reach of families or communities, and assignment of liability for nonpoint source pollution such as agriculture is extemely difficult, methods to minimize continued introduction of agriculturally related contaminants to groundwater supplies are the focus of current protection efforts.

In order to assess agricultural technology that may reduce groundwater contamination, OTA will: 1) review data and literature on extent, types, and sources of agrichemical contamination; 2) review data and literature on hydrogeological, crop type, and cropping system relationships with contamination; 3) identify agricultural technologies with potential to reduce introduction of agrichemical contaminants into groundwater; 4) assess likely impacts of these technologies, especially on the environment, farm economics, rural communities, and the structure of agriculture; and 5) assess current and potential roles of Federal, State, and private organizations in the development and implementation of technologies.

Possible Impact on Legislation: This assessment relates to numerous pieces of legislation on research, programs, and agency operations related to i) agriculture; ii) pesticide regulation; iii) water systems and water quality; and iv) natural resource data management. Major pieces of legislation include the 1990 Farm Bill and reauthorization of FIFRA. Additional legislation currently under consideration includes:

H.R. 37: National Ground Water Research Act of 1989, to authorize the water resources research activities of the U.S. Geological Survey and establish groundwater survey, research, demonstration, and mitigation programs.

H.R. 146: Federal Pesticide Programs Improvement Act of 1989, to amend the Federal Insecticide, Fungicide, and Rodenticide Act to permit Federal agencies to use pesticides on public lands without duplicating the research or analyses of the Environmental Protection Agency under that Act.

H.R. 599: Ground Water Safety Act of 1989, to prevent ground water contamination by pesticides via amendments to FIFRA, CWA, and the Public Health Service Act.

H.R. 1725: Food Safety Amendments of 1989, to amend the Federal Food, Drug, and Cosmetic Act to revise the authority under that Act to regulate pesticide chemical residues in food.

H.R. 2153: Environmental Research, Development, and Demonstration Authorization Act of 1989, to authorize appropriations for environmental research, development, and demonstration for fiscal years 1990 and 1991.

H.R. 2258: Agricultural Nitrogen Management Act of 1989, to minimize the impact of agricultural nitrogen on ground water and surface water quality by establishing a national task force on agricultural best management practices and to amend section 319 of the Clean Water Act.

H.R. 2521: Reclamation States Ground Water Protection and Management Act of 1989, to direct the Secretary of the Interior to improve management of ground water in the Reclamation States.

H.R. 2734: National Ground Water Research Act of 1989, to establish a national groundwater research program.

H.R. 3153: Pesticide Regulatory Reform Amendments, to amend the Federal Insecticide, Fungicide, and Rodenticide Act regarding the cancellation process for pesticides suspected of posing an unacceptable risk to human health and the environment, and to establish a review of pesticides on a nine-year cycle.

H.R. 3292: the Food Safety Assurance Act, to amend FIFRA and the Federal Food, Drug, and Cosmetic Acts including to streamline the procedure for removing hazardsou pesticides from the market

H.R. 3552: Sustainable Agriculture Adjustment Act of 1989, to remove barriers to crop rotation and reducing reliance on manufactured chemicals and fertilizers in farm programs.

H.R. 3574: Ground Water Coordination Act of 1989, to provide for coordination of ground water policy within USDA

S. 203: Ground Water Research, Management, and Education Act of 1988, to authorize research into ground water contamination and remediation, establishea Interagency Ground Water Research Task Force and Advisory Committee on Ground Water Research, and for other purposes.

S. 779: Agricultural Nitrogen Education and Management Act of 1989, to minimize the impact of agricultural nitrogen on ground water and surface water quality by establishing a nationwide educational program aimed at American farmers, to urge the adoption of agricultural best management practices, and for other purposes.

S. 970: Farm Conservation and Water Protection Act of 1989, to promote low-input agricultural production systems, to maintain farm profitability, to encourage land, resources, and wildlife stewardship in connection with Federal farm programs, and for other purposes.

S. 1063: Conservation Enhancement and Improvement Act of 1989, to improve the conservation of cropland, and for other purposes.

S. 1596: Agricultural Nitrogen Management Act of 1989, to minimize the impact of agricultural nitrogen on ground water and surface water quality by establishing a national task force on agricultural best management practices, to amend the Clean Water Act, and for other purposes.

Project Director: Alison L. Hess 228-6516.
Estimated publication date: Winter 1989-90.
Requested by: House Committee on Agriculture, and the Subcommittee on Department Operations, Research, and Foreign Agriculture; House Committee on Science, Space, and Technology; House Committee on Public Works and Transportation; House Committee on Government Operations, Subcommittee on Environment, Energy, and Natural Resources; Senate Committee on Agriculture, Nutrition, and Forestry
Supported by: House Committee on Interior and Insular Affairs, Subcommittee on Water and Power Resources
Endorsed by: Sen. Charles E. Grassley

U.S. Universities and Development Assistance: Technical Support for Agriculture, Natural Resources, and Environment

Every Administration since Harry Truman's has committed the United States to combating hunger and poverty in developing countries. From the outset, U.S. universities, as centers of technical and scientific expertise, have been called on to provide assistance. The role of U.S. universities in development assistance is currently undergoing a period of reevaluation. Questions have been raised regarding how best universities are able to accommodate changing directions in U.S. foreign assistance, evolving needs and opportunities within developing countries, and a proliferation of types of organizations providing technical assistance in agriculture, natural resource management and conservation.

OTA will assess how well universities are responding to these various changes. It will: 1) evaluate whether investments to strengthening university technical support programs, by AID and universities, are commensurate with the amount and type of assistance AID is likely to need; 2) assess what comparative advantage U.S. universities have in providing technical support; and 3) identify opportunities for increased collaborative work among groups that offer technical assistance for agriculture, natural resources, and environment.

Possible Impact on Legislation: This report will likely be used in considering proposed revisions of the Foreign Assistance Act (FAA) (H.R. 2655 and S. 1347) that recently passed the House and are under consideration in the Senate. It may be of particular significance in considering proposed elimination of Title XII and creation of an A.I.D.-affiliated Center for University Cooperation in Development. Most likely, an authorization will not be passed this year, but will surely be revisited next year. Growing concerns over earmarking of the Foreign Assistance budgets might imply some use of the report by House and Senate Appropriations Committees' Subcommittees on Foreign Operations, especially if authorization legislation is again bogged down. The study may also have some input regarding proposed amendments to various sections of the Agriculture Trade and Assistance Act of 1954 (PL 480). Amendments have been offered to provide Land Grant universities more effective access to Foreign Currency Research Program funds, as financed through PL 480 commodity sales abroad. House and Senate Agriculture Committees have jurisdiction over this legislation.

Project Director: Ted MacDonald 228-6518.
Estimated publication date: Spring 1990.

Requested by: House Committee on Science, Space, and Technology; House Committee on Foreign Affairs
Supported by: Senate Committee on Foreign Relations, Subcommittee on International Economic Policy, Trade, Oceans, and Environment

Government Policies and Pharmaceutical Research and Development

Technological change in medicine depends in part on a base of research and development (R&D) undertaken by pharmaceutical firms. This R&D activity stretches from basic laboratory science to clinical testing of new drugs prior to their market entry. It is generally a lengthy and uncertain process driven by the prospect of future returns sufficient to justify the investment in R&D. Federal policies include both the costs of R&D (e.g., through regulation of new drugs or research subsidies) and returns to investments in R&D (e.g., through policies affecting size of the market or drug prices). How specific policies of U.S. and other governments might alter the delicate balance between costs and returns to pharmaceutical R&D has ramifications for the future health of Americans, for health care costs, and for the future of the U.S. pharmaceutical industry.
This project will examine trends in the structure, process, and products of pharmaceutical R&D with the objective of developing and implementing a system for estimating and tracking R&D costs over time. The system for estimating such costs would involve a plan for collection of data on critical elements of the R&D process, to be used in estimates of the costs of discovering and developing successful new pharmaceutical products and returns on R&D are likely to affect R&D costs in the future. The study will also describe the organization of the pharmaceutical R&D enterprise, identifying how costs differ by therapeutic class or biological research area. Finally the study will review how changes in government policies (both domestic and foreign) affect the costs of, and returns from, R&D. The results of these investigations will be used to evaluate the costs of developing new drugs.

Possible Impact on Legislation: The following legislation could be affected by this assessment:
Federal Food, Drug, and Cosmetic Act
S.622: A bill to amend title 35 of the United States Code to clarify the Drug Price Competition and Patent Term Restoration Act of 1984.
S.AMDT.NO.978: Concerning reports on drug-related research and development.
Public Health Service Act

Project Director: Judith Wagner 228-6590.
Estimated publication date: Summer 1991.
Requested by: House Committee on Energy and Commerce, and its Subcommittee on Health and the Environment; Senate Committee on Labor and Human Resources

Medicare's Prescription Drug Benefit: Alternative Payment Policies

In 1988, the 100th Congress passed the greatest expansion of benefits since the Medicare program began more than 20 years ago. Coverage of prescription drugs used outside of hospitals, a major component of this package, is scheduled to be phased in by January 1991. Because of their concern that the Medicare program use the most appropriate policies for the prescription drug benefit, several congressional committees requested OTA to examine alternative payment arrangements. The House Committee on Energy and Commerce, the House Committee on Ways and Means, and the Senate Committee on Finance jointly requested OTA to examine alternative payment methods and policies. The Senate Special Committee on Aging also asked OTA to study alternative payment methods, with emphasis on the potential for cost savings and the effect on beneficiary access to drugs.

The OTA study will examine the experience of other public and private payers of prescription drugs, including how they set payment rates, promote appropriate use, and control total expenditures. The study will apply this experience to develop methods that the Medicare program might use to pay for multiple-source drugs, single-source drugs, and pharmaceutical services. Simulations will be used to estimate the implications of different payment policies for drug use and total expenditures. In developing policy options for congressional committees to consider, the study will pay particular attention to balancing objectives of improving Medicare beneficiaries' health, controlling Medicare and beneficiaries' expenditures, and providing incentives for research and development on innovative technologies and for the efficient distribution and dispensing of drugs.

Possible Impact on Legislation: This assessment could affect action on the following bills:
Title XVIII of the Social Security Act (Medicare)
H.R.2677: A bill to amend title XVIII of the Social Security Act to establish a drug utilization review system to prevent adverse drug reactions, and for other purposes.
S.859: A bill to amend title XVIII of the Social Security Act to establish a drug utilization review system to prevent adverse drug reactions, and for other purposes.

Project Director: Jane Sisk 228-6590.
Estimated publication date: Spring 1991.
Requested by: Senate Committee on Finance; House Committee on Energy and Commerce; House Committee on Ways and Means; Senate Special Committee on Aging

Preventive Health Services Under Medicare

Interest in health promotion and disease prevention strategies for the elderly has grown in the last 10 years as a result of the search for ways to moderate the rising costs of health care in this growing segment of the population. There is a strong belief among those involved in service delivery for the elderly that preventive strategies can delay death and reduce morbidity and disability in this population. Three of the six papers that make up this project have been released so far: Screening for Open-Angle Glaucoma in the Elderly, The Use of Preventive Services by the Elderly, and Costs and Effectiveness of Cholesterol Screening in the Elderly. Further papers will examine the costs and effectiveness of screening for colorectal and cervical cancer and a final paper will deal with some of the broader issues associated with preventive services and how they are delivered. Papers on the specific technologies have examined the current state of screening, the potential benefits of implementing a screening program, and the magnitude of costs to Medicare if a particular service were offered as a covered benefit. The paper on the use of services examines the factors associated with whether the elderly receive preventive services and analyzes the implications for Medicare if such services were covered by the program.

Possible Impact on Legislation: The following legislation could be affected by OTA's research:
Title XVIII of the Social Security Act (Medicare)
H.R.141: A bill to amend title XVIII of the Social Security Act to provide for coverage under part B of the medicare program for routine Papanicolaou tests.
H.R.209: A bill to amend title XVIII of the Social Security Act to provide for annual coverage of screening mammography for women over 64 years of age and to increase base payment limit from $50 to $60.
H.R.1471: A bill to amend title XVIII of the Social Security Act to provide payment for screening mammography in the same amounts as is provided as for similar mammography.

Interim publications: "Screening for Open-Angle Glaucoma in the Elderly" (Staff Paper), published October 1988; "Use of Preventive Services" (Staff Paper), published February 1989; "Cholesterol Screening for the Elderly" (Staff Paper), published April 1989; "Colorectal Cancer Screening" (Staff Paper), Winter 1989-90; "Cervical Cancer Screening" (Staff Paper), Winter 1989-90

Project Director: Judith Wagner 228-6590.
Estimated publication date: Fall 1989.
Requested by: House Committee on Ways and Means and its Subcommittee on Health; Senate Committee on Labor and Human Resources

Issues Related to AIDS Technologies

The growing impact of AIDS on the Nation's health continues unabated, despite the optimism generated by the discovery and rapid approval of the first palliative drug against the AIDS virus and preliminary testing of possible vaccines. Preventing the spread of the AIDS virus is the primary strategy that is available, but is dependent on as yet unresolved differences on when testing for infection is appropriate and on how to alter the behavior of high-risk groups. The Nation's, and even many other countries' social, economic, legal, and political systems have all been affected to some degree by the appearance of AIDS, and controversies over AIDS have even begun to affect international relations and comity among nations. Congress has responded with rapid increases in Federal funds for scientific and medical research and for research and services in preventive education, and has begun to grapple with the difficult issues involved in financing AIDS-related health care. These diverse issues warrant a different approach from the usual OTA assessment, so this project is oriented toward a monitoring and advisory capability within OTA to assist the increasing number of congressional committees that have AIDS on their agendas.

Possible Impact on Legislation: The following bills could be impacted by OTA's work on AIDS:
H.CON.RES.101: A concurrent resolution expressing the sense of the Congress that proposals to distribute needles to drug addicts in order to curb the spread of Acquired Immune Deficiency Syndrome should be rejected.
H.R.278: A bill to amend the Immigration and Nationality Act to clarify that immigrant visas may not be issued to aliens who are infected with the etiologic agent for acquired immune deficiency syndrome.
H.R.416: A bill to amend title II of the Social Security Act to waive, for 5 years, the 24-month waiting period for medicare eligibility on the basis of a disability in the case of individuals with acquired immune deficiency syndrome (AIDS), and for other purposes.
H.R.417: A bill to amend title II of the Social Security Act to waive, for 5 years, the 24-month waiting period for medicare eligibility on the basis of a disability in the case of individuals with acquired immune deficiency syndrome (AIDS), and for other purposes.
H.R.706: A bill to establish certain grants programs relating to acquired immune deficiency syndrome among intravenous substance abusers, and for other purposes.
H.R.1117: A bill to amend the Public Health Service Act to provide for certain services to pregnant adolescents and adolescent parents, and for other purposes.
H.R.2243: A bill to amend part A of title IV of the Social Security Act to improve quality control standards and procedures under the Aid to Families With Dependent Children Program, and for other purposes.
H.R.2954: A bill to provide for a grant program to assist eligible consortia in providing services to individuals with acquired immunodeficiency syndrome or symptomatic infection with the human immunodeficiency virus.
H.R.3102: A bill to amend the Public Health Service Act to establish certain eligibililty requirements in the program of grants to the States for counseling and testing with respect to acquired immune deficiency syndrome, and for other purposes.

H.R.3423: A bill to provide appropriate housing for individuals with acquired immune deficiency syndrome and related diseases.
S.14: A bill to provide for a grant program to assist eligible consortia in providing services to individuals with acquired immunodeficiency syndrome or AIDS-related complex.
S.70: A bill to control the spread of AIDS.
S.224: A bill to amend title II of the Social Security Act to waive, for 5 years, the 24-month waiting period for Medicare eligibility on the basis of a disability in the case of individuals with acquired immune deficiency syndrome (AIDS), and for other purposes.
S.228: A bill entitled the "Intravenous Substance Abuse and AIDS Prevention Act of 1989".
S.586: A bill to amend title III of the Public Health Service Act to extend the program relating to certain treatment drugs, and for other purposes.
S.896: A bill to amend the Public Health Service Act to aid in the planning, development, establishment and ongoing support of Pediatric AIDS Resource Centers, to provide for coordinated health care, social services, research and other services targeted to HIV infected individuals, and for other purposes.
S.953: A bill to amend the Immigration and Nationality Act to revise the grounds for exclusion from admission into the United States.
S.1201: A bill to amend title XIX of the Social Security Act to make certain modifications in the Medicaid program to provide pregnant women and children greater access to health care under such program, and for other purposes.
S.1782: A bill to amend the Public Health Service Act to provide for the establishment of an AIDS treatment assistance program for low income individuals, and for other purposes.
S.AMDT.NO.249: To make a technical correction regarding community-based evaluations of experimental therapies for infection with the etiologic agent for the acquired immune deficiency syndrome to ensure that colleges of osteopathic medicine are eligible to participate in clinical trials.

Interim publications: "Do Insects Transmit AIDS?" (Staff Paper), published September 1987; "AIDS and Health Insurance: An OTA Survey" (Staff Paper), published February 1988; "How Effective Is AIDS Education?" (Staff Paper), published June 1988; "Impact of AIDS on the Northern California Region of Kaiser Permanente" (Staff Paper), published July 1988

Project Director: Jane Sisk 228-6590.
Estimated publication date: Indeterminate.
Requested by: Technology Assessment Board, with encouragement from the House Committee on Appropriations

Unconventional Cancer Treatments

About 1 million Americans are diagnosed with cancer each year, and about half will eventually die from their cancer. Conventional cancer treatments, even when successful, can be painful and disfiguring, and of long duration. As a result, thousands of cancer patients turn to methods of treatment that are not recognized as effective by orthodox medicine and on which there is, in general, inadequate information. This study will: 1) summarize available information on the major types of unconventional treatments; 2) describe the legal constraints on the availability of unconventional treatments; 3) describe how information about these treatments travels; and 4) examine the potential for evaluating unconventional cancer treatments for safety and effectiveness. A protocol for a prospective study of one particular treatment, immuno-augmentative therapy, will be developed in a case study.

Possible Impact on Legislation: OTA's work in this area could impact the following legislation:
Public Health Service Act
Federal Food, Drug, and Cosmetic Act
The National Cancer act of 1971 (P.L. 92-218), and amendments

Interim publication: "Immuno-Augmentative Therapy" (CS), Fall/Winter 1989.

Project Director: Hellen Gelband 228-6590.
Estimated publication date: Spring 1990.
Requested by: House Committee on Energy and Commerce

Drug Labeling in Developing and Newly-Industrialized Countries

The U.S. pharmaceutical industry is a major supplier of pharmaceuticals to the world, including many developing countries. The industry has been criticized heavily in the past for "mislabeling" of certain drugs sold in those countries. Labeling problems can be of two types: inclusion of indications for a drug's use that are not justified by scientific studies, and failure to include adequate warnings of a drug's side effects or contraindications. Leaving aside the question of past claims, the request for this assessment asks whether inappropriate labeling is occurring today. This continues to be a contentious issue in Congress and between the pharmaceutical industry and consumer groups. Despite this attention, there has been no objective, broadly based evaluation of this issue.
The central issue is not simply one of whether there are differences in labeling between those drugs sold in developing countries and those sold in the United States (or other selected industrial nations) but whether the information provided by companies about their products allows health workers in developing countries to use the drugs safely and effectively. A pilot phase has been completed, during which: 1) labeling (provided to OTA by the U.S. companies) for a sample of products sold in Panama and Brazil was analyzed, 2) field work-- interviewing physicians, government officials, consumer advocates, and industry representatives, as well as collecting product labels--has been carried out in Kenya, and 3) relevant background information assembled. During Phase II, the study will be completed by continuing the labeling analyses of the three countries and by field work in one country in Southeast Asia, a region which will prove quite different from Latin America and Africa. In addition to acquiring labeling material, a field study of promotional materials and practices of U.S. companies will be carried out.

Possible Impact on Legislation: This report could affect various pieces of legislation, including:
Drug Export Amendments Act of 1986 (P.L. 99-660) (amending the Federal Food, Drug, and Cosmetic Act)
Public Health Service Act
Federal Food, Drug, and Cosmetic Act

Interim publication: Report of Phase I, published December 1988

Project Director: Hellen Gelband 228-6590.
Estimated publication date: Spring 1990.
Requested by: Senate Committee on Labor and Human Resources; House Committee on Energy and Commerce, and its Subcommittee on Health and the Environment

Monitoring of Mandated Veteran Studies

Studies of possible long-term health effects stemming from aspects of military service in Vietnam were mandated in 1979 (Public Law 96-151) and 1981 (Public Law 97-72). Both laws require the approval of study protocols and monitoring of approved studies

by OTA. The Centers for Disease Control were given responsibility for designing and carrying out these studies in 1983, and, with OTA approval, have been engaged in two studies--the Vietnam Experience study and the Selected Cancers Study-- since then. CDC has stated and OTA concurred that a large-scale Agent Orange study is not feasible. OTA will continue to monitor the two ongoing studies. A recent law (Public Law 99- 272) contained a mandate for a study of women Vietnam veterans, and OTA is functioning similarly in regard to this study. Thus far, no protocol has been approved. Similar responsibilities have been mandated to OTA by legislation (Public Law 98-160) related to "atomic veterans," military personnel exposed to atomic weapons testing.

Associated publication: "Workshop on NAS Medical Follow-Up Agency," Fall 1988

Project Director: Hellen Gelband 228-6590.
Estimated publication date: Ongoing.
Requested by: (Mandated study)

Prescription Drug Payment Review Commission Activities

The Medicare Catastrophic Coverage Act of 1988 (Public Law 100-360) requires the Director of OTA to appoint the eleven members of a Prescription Drug Payment Review Commission and to report annually to Congress on the functioning and progress of the Commission. The Commission is to be a new, independent Commission, established to report to Congress by May 1 of each year, beginning in 1990, concerning methods of determining payment for outpatient drugs covered under the new law. OTA selected the Commissioners in December 1988, and is now beginning the process of monitoring the Commission's startup and functioning. Subsequent years will involve appointments or reappointments of those Commissioners whose terms are expiring and continuing oversight activities, including the issuance of an annual report on the Commission's functioning.

Key Contact: Clyde Behney 228-6590.

Prospective Payment Assessment Commission

The Prospective Payment Assessment Commission (ProPAC) is an independent advisory committee mandated under the Social Security Amendments of 1983 (Public Law 98-21) which reforms the Medicare program payment method for inpatient hospital services. Under the statute, the OTA Director is charged with selecting the Commission members. Initial Commissioners were appointed in 1983 and each year since then the Director has made reappointments or appointed new Commissioners to fill openings created by Commissioners' terms expiring. OTA is also required to report to Congress annually on the functioning and progress of the Commission. A panel of outside experts was selected to assist in this process. The fourth of these reports was issued in the past year.

Key Contact: Clyde Behney 228-6590.

Physician Payment Review Commission

The Physician Payment Review Commission (PhysPRC) is also an independent advisory committee mandated under the Consolidated Omnibus Budget Reconciliation Act of 1985 (Public Law 99-272). PhysPRC's purpose is to advise Congress and the Executive Branch on possible ways of reforming physician payment under the Medicare program. As with ProPAC, under the statute, the OTA Director is charged with selecting the Commission members. The initial 11 Commissioners were appointed in June 1986, to terms ranging from 1 to 3 years. In October 1986, the Director appointed two new members to the Commission in response to the Sixth Omnibus Budget Reconciliation Act (Public

Law 99-509) which increased the number of Commissioners from 11 to 13. An annual report is also required on PhysPRC and the second such report has been issued.

Key Contact: Clyde Behney 228-6590.

Adolescent Health

Adolescence is a significant period for physical, psychological, cognitive, and social development, and thus an important time for health interventions. Violence and trauma, substance abuse, suicide, teenage pregnancy, sexually transmitted diseases, and chronic physical disabilities and handicapping conditions are among the critical health problems faced by adolescents. The project will assess the health status of adolescents 10 to 18 years old and identify factors that put adolescents at risk for health problems or protect them from such problems. These factors include racial and ethnic backgrounds, socioeconomic status, gender, and developmental stage. The project will address the special needs of rural youth and racial and ethnic minorities. Particular attention will be paid to the availability, effectiveness and accessibility of health services for adolescents, including financing, coordination, and legal and ethical aspects of access. Available data on adolescent health status will be assessed for their usefulness, and the Nation's agenda for research on adolescent health and behavior will be critically reviewed.

Possible Impact on Legislation: This assessment could affects actions on the following bills:
H.R.24: A bill to amend the Child Nutrition Act of 1966 and the National School Lunch Act to extend certain authorities contained in such Acts through the fiscal year 1995.
H.R.124: A bill to authorize the Secretary of Health and Human Services to fund adolescent health demonstration projects.
H.R.133: A bill to establish requirements relating to Federally funded child care services.
H.R.660: A bill to establish a corporation to administer a program of voluntary national service, and for other purposes.
H.R.665: A bill to amend the Drug-Free Schools and Communities Act of 1986 to require that grant funds provided under the Act be used to provide education relating to the use of tobacco products, and to prohibit the sale of cigarettes to minors.
H.R.705: A bill to make certain supplemental appropriations in order to fully fund the Anti-Drug Abuse Act of 1988.
H.R.717: A bill to establish the American Conservation and Youth Service Corps consisting of the American Conservation Corps and the Youth Service Corps, to provide for education and training of participants in such Corps, to establish the Commission on National Service Opportunities, and for other purposes.
H.R.718: A bill to amend the Internal Revenue Code of 1986 to increase Federal excise taxes on tobacco products and to provide that a portion of the revenues from such increase be used for programs to discourage cigarette smoking and tobacco use particularly by youth.
H.R.815: A bill to amend the Internal Revenue Code of 1986 to allow a credit for contributions to programs designed to counsel and train school dropouts, and for other purposes.
H.R.1013: A bill to amend the Education of the Handicapped Act to extend certain authorities contained in such Act through the fiscal year 1992.
H.R.1117: A bill to amend the Public Health Service Act to provide for certain services to pregnant adolescents and adolescent parents, and for other purposes.
H.R.1492: A bill to provide assistance in the development of new or improved programs to help younger persons through grants to the States for community planning, services, and training; to establish within the Department of Health and Human Services an operating agency to be designated as the Administration on Children, Youth, and Families; and to provide for a White House Conference on Young Americans.

H.R.1536: A bill to amend the Job Training Partnership Act to establish a demonstration program for employment opportunities for severely disadvantaged youth, and for other purposes.
H.R.1947: A bill to amend the Domestic Volunteer Service Act of 1973 to establish a program of grants for the expansion of opportunities for youths to provide community service.
H.R.2481: A bill to amend Title XX of the Public Health Service Act to authorize appropriations for the adolescent family life program.
H.R.2614: A bill to establish a pilot program to encourage college students to serve as mentors for disadvantaged youths.
H.R.2881: A bill to amend the Public Health Service Act to establish a program of block grants to the States for the purpose of consolidating Federal programs with respect to maternal and child health.
H.R.2976: A bill to amend title 18, United States Code, with respect to Federal juvenile delinquency proceedings.
S.110: A bill to revise and extend the programs of assistance under title X of the Public Health Service Act.
S.120: A bill to amend the Public Health Service Act to reauthorize adolescent family life demonstration projects, and for other purposes.
S.230: A bill to establish a remedial education treatment program as an alternative to criminal incarceration for first-time youthful defendants who are determined to be learning disabled as a means of reducing recidivism rates among such defendants.
S.896: A bill to amend the Public Health Service Act to aid in the planning, development, establishment and ongoing support of Pediatric AIDS Resource Centers, to provide for coordinated health care, social services, research and other services targeted to HIV infected individuals, and for other purposes.
S.1131: A bill to amend title XX of the Public Health Service Act to authorize appropriations for the adolescent family life program.
S.1233: A bill to amend the Public Health Service Act to assist communities in developing coalitions to implement a substance abuse prevention and intervention program, and for other purposes.
S.1254: A bill to authorize the Secretary of Labor to make grants to public housing agencies for the provision of literacy training, training in basic and employment skills, and support services, and to establish the Gateway Task Force.
S.1300: A bill to amend the Job Training Partnership Act to improve the delivery of services to hard-to-serve youth and adults, to establish the Youth Opportunities Unlimited program, and for other purposes.
S.1484: A bill to amend the Child Nutrition Act of 1966 and the National School Lunch Act to reauthorize child nutrition programs, and for other purposes.
S.AMDT.NO.930: To promote the development of alternative schools for youths with drug problems.
S.AMDT.NO.971: To require the Secretary of Health and Human Services to conduct a study of the child and youth social services programs administered or operated within the Office of Human Development Services and the family assistance programs administered or operated within the Family Support Administration.

Associated publications: "Indian Adolescent Mental Health" (SR), Fall 1989; "Health Insurance for Adolescents" (Staff Paper), published August 1989

Project Director: Denise Dougherty 228-6590.
Estimated publication date: Spring 1990.
Requested by: Senate Select Committee on Indian Affairs; Senate Committee on Commerce, Science, and Transportation, Subcommittee on Aviation; Senate Committee on Foreign Relations, Subcommittee on African Affairs; OTA's Technology Assessment Board

Rural Health Care

The special problems of health care in rural areas have long occupied a special niche in policies designed to advance the Nation's health. Programs for recruitment, training, and deployment of health care personnel, for constructing health care facilities, and for financing health care, often have included special provisions for rural areas or attempts to mitigate the negative impacts on rural areas of policies primarily designed for and responsive to urban areas. However, rural areas continue to have high numbers of hospital closures, have had limited success in recruiting and retaining health personnel, and have difficulty in providing new medical technologies now commonly available in urban areas. This study will review and evaluate past and current rural health care efforts; examine how medical technologies have been and might be diffused into rural areas; and identify policies that might improve the quality, affordability, and accessibility of rural health care.

Possible Impact on Legislation: This study covers issues addressed in several pieces of legislation, including:
H.R.130: Emergency assistance to Medicare participating hospitals - grants to HMSA/MUA hospitals meeting certain criteria
H.R.148: Eliminates caps on MD fees; eliminates the urban/rural differential over 2 years
H.R.186: Pay small (< 100 beds) rural hospitals on cost basis
H.R.365: Provide for White House conference on rural development and agriculture
H.R.436: Improve EMS and trauma care. State matching grants ($45M)
H.R.680: See S 243
H.R.754: Provides for payments to hospitals from Hospital Indigent Care Assistance Trust Fund (sec. 7510 of IRC)
H.R.762: See S 306
H.R.804: Eliminate urban/rural differential
H.R.911: Volunteer Protection Act of 1989
H.R.950: National Rural Health Care Act of 1989 -- to improve rural MUA designations; additional rural R&D; direct reimbursement to NP and CNSS; Medicaid to 100% of poverty; grants to States for rural health planning, rural EMS, RHC grants; require rural in health professions training programs
H.C.R. 19: Hospital must provide 60-day notice of closure or termination of service
H.R.1168: Provides for cost-based reimbursement to small (<50 beds, 65% Medicare) rural hospitals
H.R.1176: Provides coverage of social worker services in RHCs
H.R.1270: Allows small (<60 beds, 70% Medicare) rural hospitals to elect cost reimbursement
H.R.1301: Puts ORHP in OASH
H.R.1583: Eliminate urban/rural differential over 3 years; pay small (< 100 beds, 55% Medicare) rural hospitals at cost; special funding for "critical access facilities"; increase transition grants to $25M
H.R.1585: A bill to permit nurse-midwife services to be counted towards meeting the staffing requirements for rural health clinics under the medicare program; to provide for the coverage of social worker services in such clinics
H.R.1586: A bill to require a study on medicare reimbursement for ambulance services
H.R.1587: Rural Emergency Medical Services Improvement Act of 1989 -- $45M matching grant (2/1) to States for recruitment/retention/ equiptment/public education in rural areas; study of Medicare payments, R&D (10M).
H.R.1588: Restore tax deduction for interest on HEAL loans incurred by physicians, nurses, and allied health professionals serving in MUAs, HMSAs, or high impact areas
H.R.1589: Creates Under Secretary for Rural Health and transfers ORHP to OS
H.R.1602: Grants ($10M) to improve rural EMS
H.R.1742: Reimburse veterans for services provided at rural hospitals
H.R.2246: See S 921

H.R.2327: Directs HCFA Administrator to implement a transition grant program for transforming rural hospitals into medical assistance facilities
H.R.2411: Establish new loan rates for rural health care facilities under the Consolidated Farm and Rural Development Act
H.C.R. 83: Expresses the sense of Congress that it must act to correct the discrepancies between urban/rural Medicare payments to physicians
H.C.R. 125: Expressing sense of Congress that the PPS urban/rural payment differential be eliminated
H.R.2522: Tax credit for physicians, nurses, and PAs serving in rural areas; deduction of loan interest for health professionals in medically underserved areas; coverage of social workers in rural health clinics; pay reasonable cost to rural hospitals with <50 beds and 40% Medicare, establish Medicare geographical classification review board
H.R.3204: Establishes a matching grant program to encourage States to establish Offices of Rural Health
S.10: Provide cost-based reimbursement to small (<100 beds; 70% Medicare) rural hospitals for 3 years effective 10/1/89
S.15: Improve EMS and trauma care; $75M (1990-92), establish national clearinghouse; matching grants to States; underserved rural areas to be identified
S.35: Rural enterprise zones
S.122: Provide coverage for social worker services in RHCs
S.203: Improve ground water research and protection
S.205: Eliminate urban/rural differential over 3 years
S.227: Exempt rural hospitals (<150) from PPS
S.243: Continues rural referral center designations
S.306: Eliminate urban/rural differential over 3 year transition beginning 1992; small rural hospitals (<100 beds, 70% Medicaid) paid costs; $25M for transition grant program, medical education demos, nursing education, regional referral centers
S.366: Rural Health Manpower Assistance Act of 1989 -- Increase incentive payments to physicians in rural HMSAs from 5% to 10%; telecommunication demos (5-10) to hospitals for training MDs in rural HMSAs class 1 or 2; require DHHS to conduct study of supply of rural health workers
S.735: Extend classification and improve payments to SCHs
S.759: Establishes rural telecommunications fund at REA ($150M)
S.817: Establishes Deputy Assistant Secretary for Rural Health with ORH in OASH, establishes National Advisory Committee on Rural Health, authorizes $3.0M for rural research centers and operations
S.840: Allow a deduction for education loan interest incurred by doctors, nurses, and allied health professionals while serving in medically underserved areas
S.Res. 126: Requires that 4 rural commissioners be added to ProPAC
S.C.R. 37: Eliminate urban/rural differential in payments to hospitals
S.921: Moves ORHP to OASH and adds agricultural health and safety to function; establishes a policy liaison within HCFA; special emphasis on rural areas for NHSC assignment; 50% of NHSC scholarship and loan repayment funds to NPs; agricultural health and safety education training grant program in CDC; study and model State law for covering uninsured; study of wage index adjustments under PPS
S.954: Allows tax deduction of student loan payments during 2-year practice in "applicable rural community"
S.959: Makes improvements in the NHSC program and mandates minimum of 450 MDs
S.979: Makes 10-15 grants to not more than six States to transform rural hospitals into medical assistance facilities (MAF), defines MAF services and Medicare reimbursement policies
S.998: Improve rural medical data and information transmission
S.1023: Assist distressed rural hospitals with FmHA community facility loans
S.1028: Establish FHA loan rates for health facilities based on per capita income of area
S.1036: Rural Partnerships Act. Establishes information clearinghouse; rural medical telecommunications grant program by REA ($15M each)

S.1060: Provide income tax credits to primary health providers in rural HMSAs
S.1078: Requires ORHP to market RHC program and provide TA; payment for nurse-midwife, reduces coverage to 50%, waivers if unable to hire NP/PA/NM; governor can designate shortage areas; automatic certification for CHCs
S.1466: Requires that Medicare pay reasonable costs to rural hospitals with < 100 beds and 60% Medicare patient days; extends current Rural Referral Center classifications until such time as national standardized rates are established for urban and rural hospitals
S.1550: Includes Rural Health Clinics in Medicare definition of provider, which would grant RHCs appeal rights to Medicare's Provider Reimbursement Review Board

Associated publications: "Defining 'Rural' Areas: Impact on Health Care Policy and Research" (Staff Paper), published July 1989; "Rural Emergency Medical Systems" (SR), published November 1989

Project Director: Elaine Power 228-6590.
Estimated publication date: Spring 1990.
Requested by: Senate Rural Health Caucus; Senate Committee on Environment and Public Works; Senate Committee on Appropriations, Subcommittee on Agriculture, Rural Development and Related Agencies; Senate Select Committee on Indian Affairs Senate Minority Leader

SCIENCE, INFORMATION, AND NATURAL RESOURCES DIVISION

Information Age Technology and Rural Economic Development

The concentration of economic activity in urban areas--particularly along the east and west coasts--coupled with increased competition in traditional rural industries has threatened the economic viability of rural America. Innovations in information processing and transmission have increased the potential for the migration of economic activity to rural areas as well as the growth of new indigenous rural businesses. Unfortunately, this potential has not been fully realized. This study will contribute to an understanding of how rural America is affected by the information age. It will also help Congress formulate plans for revitalizing the rural economy in a way that takes advantage of technological developments.

In order to identify economic opportunities and problems for rural communities made possible by information technologies, the study will: 1) describe the status of rural America in the information age; 2) assess the current relevant communications technologies and services; 3) analyze current public sector actions; 4) evaluate emerging communications technologies and services; 5) describe the ways in which communications technologies may affect rural development; 6) assess the barriers to technological improvements in rural areas; and 7) determine whether technology can foster a new era of economic opportunity in rural areas.

Project Director: Linda Garcia 228-6774.
Estimated publication date: Winter 1990-91.
Requested by: Joint Economic Committee

Critical Connections: Communication for the Future

Recent advances in information storage and transmission technologies, occurring in a new deregulated and intensely competitive economic climate, are rapidly reconfiguring the Nation's communication networks. The revolution in computers and communication technology has already transformed the regulation and market structure of the industry, dramatically changing the way in which information is created, processed, transmitted, and made available to individual citizens and institutions. These technologies hold promise for

a greatly enhanced communication system, which can meet the changing communication needs of an information- based society. How these technologies will evolve will depend on decisions being made now in both the public and private sectors. This study will provide a context for evaluating these decisions, and will help Congress to decide on the proper Federal role.

The assessment will explore the role the Federal Government might play in this area, with particular emphasis on the issues raised by technological advances. This study will: 1) characterize the new communication technologies and explore the intricacies of coordinating them; 2) identify their potential for meeting changing communication goals and needs; 3) discuss conflicts that might stem from their development and use; and 4) examine new communication systems abroad and their potential relationships to the U.S. system.

Project Director: Linda Garcia 228-6774.
Estimated publication date: Winter 1989-90.
Requested by: House Committee on Energy and Commerce

Securities Markets and Information Technology

Fundamental changes are taking place in the securities and related financial markets. They will affect the structure and operations of the exchanges, the links between markets, the nature of the products traded, and the strategies by which they are traded. This project will explore the role that information technologies (computers, telecommunications) play in these accelerating changes. It will examine the implications of further automation for current, proposed, or potential regulatory or oversight mechanisms. The study will use workshops and interviews with a broad range of experts, stakeholders, and public interest groups to develop and test alternative scenarios of the evolution of securities and related markets.

Possible Impact on Legislation: This assessment could have an effect on the following legislation:
HR 1609 and S.648 - Stock Market Reform Act of 1989, now undergoing hearings.
HR 1396 - International Securities Enforcement Cooperation Act
HR 606 - Amendment of SEC Act of 1934, to prohibit dual trading
In addition, in the coming year there may be proposed legislation on regulatory structure, authority of commercial banks to expand underwriting activities, clearing and settlement issues, and fraud/manipulation enforcement authority.

Project Director: Vary Coates 228-6772.
Estimated publication date: Summer 1990.
Requested by: House Committee on Government Operations and its Subcommittee on Commerce, Consumer, and Monetary Affairs; House Committee on Energy and Commerce and its Subcommittee on Telecommunications and Finance

Information Technology and Research

Advanced information technology is having a major impact on the conduct of science and engineering research in nearly all disciplines. Technologies such as supercomputers, high- speed data communication networks, very large- scale mass storage systems, high-resolution color displays, and artificial intelligence software are already indispensable in some areas of research, and with rapid technological advance, will offer even more powerful capabilities in the future. The nature of science and engineering research, itself, may be changing due to this technological change. These trends in technology and the structure of research are presenting Congress with a number of important policy issues. Questions have been raised concerning the effectiveness of

government programs and policies for assuring researchers of access to advanced information technology resources; the adequacy of R&D programs in computing and networking; links between these programs and policies and the international competitiveness of the U.S. information industry; the implications of these technological and institutional changes for broader information policy issues such as intellectual property, national security access controls, and privacy; and finally, the broader implications for Federal science policy of structural changes in science and engineering research that may be due to this growing dependence on information technology. OTA will conduct an assessment of the impacts of advanced information technology on research, with particular emphasis on Federal programs to provide access to supercomputers and the Federal role in developing a national scientific network.

Associated publication: "High Performance Computing and Networking for Science" (BP), published September 1989

Project Director: Fred Weingarten 228-6766.
Estimated publication date: Summer 1990.
Requested by: House Committee on Science, Space, and Technology; Senate Committee on Commerce, Science, and Transportation

Medical Waste and Other "Non- Hazardous" Solid Waste Issues

As Congress begins the reauthorization process for the Resource Conservation and Recovery Act (RCRA), additional measures to ensure more effective management of medical wastes and other types of solid wastes, as well as municipal solid waste, will be considered. A number of unresolved issues associated with medical waste management need to be examined further if a more comprehensive medical waste policy is contemplated. Yet, it is useful to consider the medical waste issue in the context of other solid wastes. Combined treatment of medical and some other solid wastes has been suggested, and some of the technologies for treating both waste streams are similar. Addressing potential management problems associated with these solid wastes is considered by many public officials, private industry and public interest groups as the next item on the Nation's solid waste agenda. OTA has addressed the municipal solid waste issue and completed a preliminary evaluation of medical waste management. This OTA study will address such issues associated with medical waste handling and disposal as comparisons of incineration and alternative management technologies and their associated risks, and waste reduction and recycling options for medical waste management. In conjunction with this, OTA will conduct a preliminary examination of composition, amounts and management of other "non-hazardous" solid wastes.

Project Director: Kathryn Wagner 228-6854.
Estimated publication date: Fall 1990.
Requested by: House Committee on Science, Space, and Technology; House Committee on Energy and Commerce, Subcommittee on Transportation and Hazardous Materials

Cleaning Up the Nation's Defense Nuclear Waste and Contamination

Since the 1940s, production of nuclear weapons has generated radioactive and hazardous waste. Today there is a large backlog of high- level, transuranic, low-level, hazardous, and mixed waste at the 15 facilities in the Department of Energy's nuclear weapons complex. Thousands of inactive sites and hundreds of surplus structures within the complex are contaminated. There is increasing public concern that these conditions pose unacceptable levels of risk to human health and the environment. DOE estimates it will take more than 20 years at a cost of $50 to $100 billion to process and dispose of the waste, clean up contaminated sites, and decontaminate and decommission surplus facilities. Specific goals, priorities, and strategies for addressing these problems have yet to be

established. This assessment will focus on approaches for defining and ranking the problems and identifying effective solutions. The following tasks will be performed: 1) evaluate immediate problems and needs that could benefit most from additional emphasis and resources in the near term; 2) assess technologies for waste management and minimization and for environmental restoration; and 3) investigate methodologies for setting priorities and allocating resources.

Possible Impact on Legislation: A number of bills to provide more oversight of the DOE environmental programs at the weapons facilities have been introduced.

Project Director: Peter Johnson 228-6862.
Estimated publication date: Spring 1991.
Requested by: Senate Committee on Armed Services; House Committee on Merchant Marine and Fisheries; House Committee on Interior and Insular Affairs

Climate Change: Ozone Depletion and the Greenhouse Effect

In the 1970s, widespread concern about depletion of the ozone layer around the Earth's upper atmosphere led to a ban on chlorofluorocarbon use in aerosols in the United States (as well as Sweden and Canada). The issue retreated from the public view until 1985 when British researchers identified a hole in the ozone layer over Antarctica larger than the continental United States. At the same time, concern over global warming--the greenhouse effect--was gaining attention. New sophisticated Global Circulation Models reaffirmed concerns that increased levels of carbon dioxide, combined with rising concentrations of other gases (methane, chlorofluorocarbons, and nitrous oxide), are likely to raise temperatures between 1 and 4°C by the middle of the next century. Such warming will result in a rise in sea level and shifts in rainfall patterns, affecting both marine and terrestrial environments. Until recently, stratospheric ozone depletion and the greenhouse effect were treated as separate issues. However, many gases participate in both phenomena. There is now general scientific consensus that human activities are affecting global climate. While many ongoing national and international efforts are underway attempting to quantify the magnitude and timing of these changes, policy responses that can be implemented to deal with such changes are still disputed. OTA proposes to characterize, economic sector by sector, the major contributors to climate modification for both the developed and developing world. To the extent possible, OTA will identify areas where gains in efficiency, product substitution, conservation or other options can slow climate change. OTA will develop a matrix of possible short-term policy responses to these problems. Linkages to other environmental and economic concerns will be highlighted. Relative ease and expense of implementation will also be evaluated.

Associated publication: "An Analysis of the Montreal Protocol on Substances That Deplete Ozone Layer" (Staff Paper), published December 1988

Project Director: Rosina Bierbaum 228-6845.
Estimated publication date: Winter 1989-90.
Requested by: Senate Committee on Environment and Public Works; Senate Committee on Commerce, Science, and Transportation

Infrastructure Technologies: Rebuilding the Foundations

Public works infrastructure provides essential services--moving people and goods, supplying water, and disposing of waste. Little disagreement exists about the urgency of repair, maintenance, or new construction of the country's vital infrastructure systems. Their deteriorating capabilities and condition have been documented in more than a dozen national studies since 1980. Despite this consensus, spending on infrastructure has declined from 3.5 to 2.5 percent of gross national product over the past three decades. How best to

meet the Nation's infrastructure needs has thus become a pressing question at all levels of government. Historically, the United States has built more roads, dams, and water facilities as the country grew, and national policies provide strong incentives for capital-intensive projects. Shifting national priorities, however, call into question the public will to continue developing public works systems. Budget constraints and concern over exploitation of land and water resources have combined to focus attention on the need to look for and evaluate other approaches. Current resource, economic, environmental, and political limits suggest that the country may now require policies and programs leading to better or different, rather than more or bigger, systems.

OTA has been asked to assess how technological, institutional, and financial alternatives could be combined to meet the challenges posed by infrastructure needs and to identify changes that might be required in the Federal role. Advanced technologies, innovative management techniques, alternative delivery systems, changes in incentives, and other options must be reviewed. The objectives for this study include: evaluating innovative technologies in public works construction, operation, and maintenance, with specific attention to the needs of small systems; assessing limits to solving public works problems through technology and examining nontechnological alternatives; identifying major changes in the Federal role to encourage more efficient and productive public works systems; and identifying changes to Federal program management and financing to lead to more efficient public works infrastructure.

Associated publications: "State and Local Programs for Financing and Managing Infrastructure" (SR), Winter 1990; "Advanced Vehicle/Highway Systems and Urban Traffic Problems" (BP), published September 1989

Project Director: Edith Page 228-6939
Estimated publication date: Fall/Winter 1990
Requested by: Senate Committee on Environment and Public Works, Subcommittee on Water Resources, Transportation, and Infrastructure; Senate Committee on Commerce, Science, and Transportation; Senate Committee on Appropriations, Subcommittee on Transportation; House Committee on Public Works and Transportation

16.D. OTHER SERVICES TO THE CONGRESS

16.D.1. Testimony

OTA receives frequent request to testify at Congressional hearings; in fact, testimony is one of the main mechanisms for OTA to deliver information to Congress in a way that matches its specific needs and timing. The increased interest and need for OTA's work has been reflected in committee requests for testimony and briefings from OTA.

During fiscal year 1989, the Director, Assistant Directors, Program Managers, and Project Directors testified a total of 36 times. Testimony was given before both House and Senate committees and subcommittees, on such topics as Superfund, Soviet compliance with nuclear testing treaties, grain quality, educating scientists and engineers, access to electricity transmission, motor carrier safety, degradable plastics, and fuel economy.

Testimony in Fiscal Year 1989

Date	Committee/Chairman	Subject/Person Testifying
10/06/88	Senate Committee on Foreign Relations	Soviet Compliance with the Nuclear Testing Treaties (Gregory van der Vink)
02/03/89	Subcommittee on Federal Services, Post Office and Civil Service, Senate Committee on Governmental Affairs	OTA's Background Paper, Assessing Contractor Use in Superfund (Joel Hirschhorn)
03/08/89	Subcommittee on Surface Transportation, House Committee on Public Works and Transportation	Hazardous Materials Transportation (Edith Page)
03/09/89	Subcommittee on Elementary and Vocational Education, House Committee on Labor and Education	Performance Standards for Secondary Vocational Education (Michael Feuer)
03/09/89	Subcommittee on Regulation, Business Opportunities, and Energy, House Committee on Small Business	Trends in Medically Assisted Conception (Gary B. Ellis)
03/14/89	Senate Committee on Energy and Natural Resources	National Energy Act of 1989 (John H. Gibbons and Peter Blair)
03/22/89	Subcommittee on Agricultural Research and General Legislation, Senate Committee on Agriculture, Nutrition, and Forestry	Grain Quality (Michael Phillips)
04/10/89	Subcommittee on Oversight and Investigations, House Committee on Energy and Commerce	Increased Efficiency Potential for the U.S. Fleet of Highway Passenger Vehicles (Steve Plotkin)
04/10/89	Subcommittee on Health, House Committee on Ways and Means	Care for Cataract Surgery Patients Before and After Surgery (Kerry Kemp)

04/11/89	Subcommittee on Science, Research, and Technology, House Committee on Science, Space, and Technology	Educating Scientists and Engineers: Roles of Two-Year Colleges (Daryl Chubin)
04/18/89	Subcommittee on Surface Transportation, Senate Committee on Commerce, Science, and Transportation	Motor Carrier Safety (John Andelin and Edith Page)
05/01/89	Subcommittee on Post-Secondary Education, House Committee on Education	Math, Science, Engineering Education: A National Need (Daryl Chubin)
05/02/89	Subcommittee on Consumer, Senate Committee on Commerce, Science, and Transportation	Increasing the Efficiency of Automobiles and Light Trucks – A Component of a Strategy to Combat Global Warming and Growing U.S. Oil Dependence (Steve Plotkin)
05/04/89	Subcommittee on Aviation, House Committee on Public and Transportation	Aircraft Collision Avoidance Technology (Edith Page and Kevin Dopart)
05/10/89	Subcommittee on Superfund, Ocean and Water Protection, House Committee on Environment and Public Works	Importance of Toxic Release Inventory Data (Kirsten Oldenburg)
05/11/89	Subcommittee on Aviation, House Committee on Public Works and Transportation	How Effective is FAA? (Edith Page
05/15/89	Special Committee on Investigations, Senate Select Committee on Indian Affairs	Indian Health (Denise Dougherty)
05/16/89	Subcommittee on Defense Industry and Technology, Senate Committee on Armed Services	Defense Technology Base (Alan Shaw)
05/23/89	Subcommittee on Procurement and Printing, House Committee on Administration	Title 44 and Federal Information Dissemination: A Technology and Policy Challenge for Congress (Fred Wood)
05/24/89	Subcommittee on Energy and Power, House Committee on Energy and Commerce	Technical Aspects of Access to Electricity Transmission (Alan Crane)
05/25/89	Subcommittee on Transportation and Hazardous Materials, House Committee on Energy and Commerce	Consideration of H.R. 1457, The Waste Reduction Act (Joel Hirschhorn)

06/20/89	Subcommittee on Agricultural Research and General Legislation, Senate Committee on Agriculture, Nutrition, and Forestry	Agricultural Research Policy (Michael Phillips)
06/20/89	Subcommittee on Science, Research, and Technology, House Committee on Science, Space, and Technology	Supercomputers (Fred W. Weingarten)
06/21/89	Subcommittee on Environmental Protection, Senate Committee on Environment and Public Works	Municipal Solid Waste (Howard Levenson)
06/22/89	Subcommittee on Transportation and Hazardous Materials, House Committee on Energy and Commerce	Municipal Solid Waste (Howard Levenson)
06/22/89	Senate Committee on Veterans' Affairs	Current Status of Ongoing Studies Relating to Effects of Exposure to Agent Orange (Hellen Gelband)
07/10/89	Subcommittee on Hospitals and Health Care, House Committee on Veterans' Affairs	Update of Agent Orange Exposure in Vietnam and Related Studies (Hellen Gelband)
07/12/89	Subcommittee on Energy and Power, House Committee on Energy and Commerce	Fuel Economy Potential of U.S. Automobile Fleet (Steven Plotkin)
07/12/89	Subcommittees on Superfund, Ocean and Water Protection and Environmental Protection, Senate Committe on Environment and Public Works	Research and Protection of Marine Waters (Howard Levenson)
07/13/89	Subcommittee on Science, Research, and Technology, House Committee on Science, Space, and Technology	Mergers and Acquisitions: Impacts on Research and Development (Julie Fox Gorte)
07/18/89	Senate Special Committee on Aging and Cost Containment	Drug Price Inflation (Judy Wagner and Bridget Duffy)
07/18/89	Senate Committee on Governmental Affairs	Degradable Plastics (Joan Harn)
07/19/89	Subcommittee on Procurement and Printing, House Committee on Administration	Capitol Recycling Plan (Judy Kowalski)
08/01/89	Subcommittee on Environment and Labor, House Committee on Small Business	Pollution Prevention: Opportunities and Issues (Joel Hirschhorn)

09/13/89	Subcommittee on Courts, Intellectual Property, and Administration of Justice, House Committee on the Judiciary	Transgenic Animal Patent Reform Act (Kevin O'Connor)
09/14/89	Senate Select Committee on Indian Affairs	Indian Mental Health Issues (Denise Dougherty)

16.D.2. Formal Briefings

OTA regularly receives inquiries from congressional offices and committees regarding issues that are the subject of past or current OTA work. Responses by OTA are provided both orally or in brief written communications. The following is a listing of congressional committees and a sampling of topics.

COMMITTEES OF THE SENATE

Appropriations
Subcommittee on Transportation and Related Agencies
- Truck and Air Safety

Environment and Public Works
- Infrastructure Technologies

Subcommittee on Water Resources, Transportation, and Infrastructure
- Infrastructure Study Status Report

Foreign Relations
- Soviet Compliance with the Nuclear Testing Treaties

Government Affairs
- Biotechnology in a Global Economy: Options for U.S. Strategy

Subcommittee on Government Information and Regulation
- Reauthorization of the Paperwork Reduction Act

COMMITTEES OF THE HOUSE

Energy and Commerce
- Patenting Life

Education and Labor
Subcommittee on Elementary, Secondary and Vocational Education
- Performance Standards for Secondary School Vocational Education

Judiciary
Subcommittee on Courts, Intellectual Property and Administration of Justice
- Patenting Life

Public Works and Transportation
Subcommittee on Surface Transportation
- Hazardous Materials Transportation

Science, Space and Technology
- Patenting Life

Ways and Means
Subcommittee on Health
- Measuring Health Effectiveness and Quality

OFFICE OF TECHNOLOGY ASSESSMENT

Program and Financing (in thousands of dollars)

Identification code 09-0700-0-1-801	1989 actual	1990 est.	1991 est.
Program by activities:			
10.00 Total obligations	17,891	18,376	20,710
Financing:			
25.00 Unobligated balance lapsing	46	.....	.....
39.00 Budget authority	17,937	18,376	20,710
Budget authority:			
40.00 Appropriation	17,937	18,900	20,710
40.00 Reduction pursuant to P.L. 101-163	.....	−195	.....
40.00 Reduction pursuant to P.L. 101-164	.....	−81	.....
40.00 Reduction pursuant to P.L. 99-177	.....	−248	.....
43.00 Appropriation (adjusted)	17,937	18,376	20,710
Relation of obligations to outlays:			
71.00 Obligations incurred, net	17,891	18,376	20,710
72.40 Obligated balance, start of year	4,899	3,853	3,877
74.40 Obligated balance, end of year	−3,853	−3,877	−4,328
77.00 Adjustments in expired accounts	−870	.....	.....
90.00 Outlays	17,867	18,352	20,259

Object Classification (in thousands of dollars)

Identification code 09-0700-0-1-801	1989 actual	1990 est.	1991 est.
Personnel compensation:			
11.1 Full-time permanent	7,196	7,595	8,254
11.3 Other than full-time permanent	1,687	2,096	2,214
11.9 Total personnel compensation	8,883	9,691	10,468
12.1 Civilian personnel benefits	1,653	1,738	1,902
13.0 Benefits for former personnel	28	28	35
21.0 Travel and transportation of persons	312	343	361
22.0 Transportation of things	78	82	86
23.2 Rental payments to others	1,640	1,688	1,786
23.3 Communications, utilities, and miscellaneous charges	303	329	350
24.0 Printing and reproduction	536	586	629
25.0 Other services	3,508	3,092	4,258
26.0 Supplies and materials	302	316	330
31.0 Equipment	648	483	505
99.9 Total obligations	17,891	18,376	20,710

Personnel Summary

Total number of full-time permanent positions	143	143	143
Total compensable workyears: Full-time equivalent employment	142	142	142

Trust Funds

CONTRIBUTIONS AND DONATIONS

Program and Financing (in thousands of dollars)

Identification code 09-8094-0-7-801	1989 actual	1990 est.	1991 est.
Program by activities:			
10.00 Total obligations (object class 25.0)	3	2	4
Financing:			
21.40 Unobligated balance available, start of year	−11	−18	−18
24.40 Unobligated balance available, end of year	18	18	18
60.00 Budget authority (appropriation) (permanent, indefinite)	10	2	4
Relation of obligations to outlays:			
71.00 Obligations incurred, net	3	2	4
90.00 Outlays	3	2	4

CONGRESSIONAL BUDGET OFFICE

JUSTIFICATION

OF

ESTIMATES

OF

APPROPRIATIONS

FISCAL YEAR 1991

Schedule A

Congressional Budget Office

Summary

By Organization and By Object Class

CATEGORIES	FY 89 ACTUAL STAFF	FY 89 ACTUAL DOLLARS ($000)	FY 90 ESTIMATE STAFF	FY 90 ESTIMATE DOLLARS ($000)	FY 91 ESTIMATE STAFF	FY 91 ESTIMATE DOLLARS ($000)	NET CHANGE 90/91 STAFF	NET CHANGE 90/91 DOLLARS ($000)
1. Breakdown By Organizations:								
Office of the Director	7	415	7	570	7	697	0	127
Budget Analysis Division	83	6,138	83	6,551	83	7,229	0	678
Fiscal Analysis Division	23	1,423	23	1,587	23	1,878	0	291
Tax Analysis Division	15	1,355	15	1,452	15	1,625	0	174
Program Divisions (Natural Resources, Human Resources, National Security and General Government)	72	5,115	72	5,574	72	6,443	0	869
Central Support (Office of Intergovernmental Relations and Support)	26	3,116	26	3,495	26	3,850	0	355
Total	226	17,562	226	19,229	226	21,723	0	2,494
2. Breakdown By Object Class:								
11 Personnel Compensation		10,707		11,785		13,181		1,396
12 Personnel Benefits		2,503		2,826		3,239		413
13 Benefits to Former Personnel		0		5		5		0
21 Travel		61		78		85		7
22 Transportation of Things		0		0		0		0
23 Rent, Communications and Utilities		365		475		529		54
24 Printing and Reproduction		291		425		590		165
25 Other Services		2,853		2,896		3,297		402
26 Supplies and Materials		294		269		309		40
31 Equipment		488		470		487		17
32 Land and Structures		0		0		0		0
42 Insurance Claims and Indemnities		0		0		0		0
Total		17,562		19,229		21,723		2,494

Schedule B

Congressional Budget Office

Analysis of Change To Budget Base

By Organization and By Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.			
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown By Organizations:												
Office of the Director		128		1		0		4		(6)	0	127
Budget Analysis Division		594		8		0		87		(12)	0	678
Fiscal Analysis Division		233		9		0		24		25	0	291
Tax Analysis Division		109		2		0		53		10	0	174
Program Divisions (Natural Resources, Human Resources, National Security and General Government)		591		9		0		269		0	0	869
Central Support (Office of Intergovernmental Relations and Support)		154		116		0		121		(35)	0	355
Total	0	1,809	0	145	0	0	0	558	0	(18)	0	2,494
2. Breakdown By Object Class:												
11 Personnel Compensation		1,396		0	0	0		0		0	0	1,396
12 Personnel Benefits		413		0	0	0		0		0	0	413
13 Benefits to Former Personnel		0		0	0	0		0		0	0	0
21 Travel		0		8	0	0		(1)		0	0	7
22 Transportation of Things		0		0	0	0		0		0	0	0
23 Rent, Communications and Utilities		0		27	0	0		54		(27)	0	54
24 Printing and Reproduction		0		38	0	0		127		0	0	165
25 Other Services		0		46	0	0		350		5	0	402
26 Supplies and Materials		0		13	0	0		27		0	0	40
31 Equipment		0		13	0	0		0		4	0	17
32 Land and Structures		0		0	0	0		0		0	0	0
42 Insurance Claims and Indemnities		0		0	0	0		0		0	0	0
Total		1,809		145	0	0		558		(18)	0	2,494

Schedule C

Congressional Budget Office
Summary
Detailed Analysis of Change by Organization

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1990	226	19,580
Minus: Reduction pursuant to P.L. 99-177		(267)
Reduction pursuant to P.L. 101-164		(84)
Budget Base, 1990	226	19,229
	1991 Request	
I. Adjustments to Base	Staff	Amount ($000)
A. Mandatory Changes		1,809
1. Full staff funding		503
2. Merit increases and related benefits		423
3. Annualization of pay raise		132
4. Executive staff pay increase per H.R. 3660		609
5. Employee benefits cost increases		142
B. Price Level Changes		145
1. Travel price increase of 10%		8
2. Postage increase of 20%		25
3. Printing price increase of 7%		38
4. Comm. ADP timesharing price increase of 3%		16
5. Microcomputer price increase of 4%		17
6. Misc. services price increase of 6%		14
7. Administrative contract increase of 10%		11
8. Supplies price increase of 5%		9
9. Miscellaneous price increases		7
C. Program Type Changes		
1. Legislation		0
2. Workload		558
a. ADP system redesign & maintenance		168
b. ADP systems and data development		289
c. Replacement and upgrade of ADP software		23
d. Reduction in payroll system costs		(120)
e. Increase in published reports		181
f. Miscellaneous program changes		16
3. Equipment, Alterations, Maint., Repairs etc.		(18)
a. Discontinued lease of mid-range comp		(27)
b. Miscellaneous equipment increases		9
II. Net Increase/Decrease Requested	0	2,494
III. Total Appropriation Request, 1991	226	21,723

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C

A. MANDATORY CHANGES	Staff	Amount ($000)
1. Full staff funding Restores funding for a full staff level of 226 permanent employees, 10 semester interns, and 25 summer interns.		503
2. Merit increases and related benefits Merit pay increases are budgeted at 3.6% of base salaries.		423
3. Annualization of COL pay raise The last quarter of the 1/1/90 3.6% COL increase.		132
4. Executive staff pay increase pursuant to H.R. 3660 Estimated impact of H.R. 3660, The Ethics Reform Act, on executive staff salaries and benefits.		609
5. Employee benefits cost increases Includes increases in agency costs for employee health ins., medicare and retirement benefits.		142
B. PRICE LEVEL CHANGES	**Staff**	**Amount ($000)**
1. Travel price increase of 10% The price increase of 10% is based on projected increases in per diem and transportation costs.		8
2. Postage increase of 20% The Postal Service has projected a 20% increase in postal rates on 1/1/91.		25
3. Printing price increase of 7% Printing costs are expected to increase by 7% according to GPO which prints all CBO publications.		38
4. Commercial ADP timesharing price increase of 3% Commercial ADP timesharing prices are expected to increase by 3% based on information provided by major vendors.		16
5. Microcomputer price increase of 4% This price increase is based primarily on projected increases for software licenses.		17
6. Misc. services increase of 6% This price increase is slightly higher than inflation based on information provided by major vendors.		14
7. Administrative contract increase of 10% The price increase of 10% for administrative services provided by the Library of Congress reflects historical trends.		11

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C		
B. PRICE LEVEL CHANGES CONTINUED	Staff	Amount ($000)
8. Supplies price increase of 5% This price increase is based primarily on CBO's economic forecast as of August, 1989.		9
9. Miscellaneous price increases Includes price increases for telecommunications and training.		7
C. PROGRAM TYPE CHANGES	Staff	Amount ($000)
1. Legislation		0
2. Workload	Staff	Amount ($000)
2a. ADP system redesign and maintenance These funds will support needed changes and updates to critical mainframe applications.		168
2b. ADP systems and data development These funds will be used primarily to purchase and modify data needed to update existing models and data bases.		289
2c. Replacement and upgrade of ADP software Major upgrades in essential mainframe software are expected .		23
2d. Reduction in payroll system costs Interagency costs for the NFC payroll system will drop when the conversion is completed.		(120)
2e. Increase in published reports Published reports are expected to increase by 10, resulting in higher printing and mailing costs.		181
2f. Miscellaneous program changes Miscellaneous increases for travel, training, and supplies.		16
3. Equipment, Alterations, Maintenance, Repairs etc.	Staff	Amount ($000)
3a. Discontinued lease of mid-range computer During FY 1991, the 3-year lease for the IBM 9370 will end and CBO will own the computer.		(27)
3b. Miscellaneous equipment increases Small increases in hardware replacement and maintenance are expected in FY 1991.		9

Congressional Budget Office
Summary of Agency Request
FY 1991 Budget Request

	Calculation of Base	
	Staff	Amount
Appropriation, 1990	226	19,580,000
Reduction pursuant to P.L. 99-177		(267,000)
Reduction pursuant to P.L. 101-164		(84,000)
Budget Base, 1990 (est.)	226	19,229,000
Proposed Changes for FY 1991		
Mandatory Pay and Related Costs		1,809,000
Price Level Changes		145,000
Program Type Changes		
Legislation		0
Workload		558,000
Equipment, Alterations, Maintenance, Repairs etc.		(18,000)
Total Proposed Changes	0	2,494,000
FY 1991 Budget Request	226	21,723,000

OVERVIEW OF CBO'S ROLE

The Congressional Budget Act of 1974 established CBO as a non-partisan Congressional support agency. Its mandate is to be analytically precise, professional, and politically unbiased in providing the Congress with information on matters of budgetary and fiscal policy.

In addition to the work products specified in the Act, including scorekeeping, five-year cost estimates of reported bills, and five-year projections of new budget authority, outlays, and revenues, the Congressional Budget Office has three principal statutory tasks: (1) to provide information to the two Budget Committees on all matters within their jurisdiction and such further reports "as may be necessary and appropriate"; (2) to provide information to the appropriating and tax committees on request; and (3) on request of any other committees, to provide information compiled for the budget, taxing, and appropriating committees plus "to the extent practicable" additional requested information.

The Balanced Budget and Emergency Deficit Control Reaffirmation Act of 1987, (P.L. 100-119) assigned CBO additional statutory tasks through 1993 when the act expires. Twice a year, CBO must report whether the projected deficit exceeds the maximum deficit amount allowed by law for the fiscal year. If so, CBO calculates the amounts and percentages of budgetary resources that must be sequestered to eliminate any deficit excess. The Director of CBO is also responsible for alerting the Congress to a recession or downturn in the economy that might warrant the suspension of the Balanced Budget Act's deficit target.

CBO'S ACCOMPLISHMENTS DURING FY 1989

Once again in FY 1989, budget issues dominated the legislative agenda of the Congress. As a result, the work of the CBO figured prominently in Congressional deliberations of the issues before the nation. The agency's workload was stable with continued Congressional demand for bill cost estimating and requests for analytical assistance. In addition to the continuing priority given to reducing the federal deficit, major budgetary issues during the year included the thrift savings and loan crisis, off-budget financing and presentation of federal programs, and tax incentives for saving.

During the year, the Budget Analysis Division produced hundreds of bill cost estimates, regular scorekeeping reports, baseline budget projections, and budget estimates for budget reduction options. The division also continued its assessment of the budgetary process with emphasis on the budgetary treatment of credit programs.

CBO'S ACCOMPLISHMENTS DURING FY 1989 cont

In addition to providing the Congress with regular analyses and projections of the U.S. economy, the Fiscal Analysis Division published a major study on policies to reduce the trade deficit and contributed to reports and testimony on insolvent thrift institutions, the budgetary treatment of social security, price indexes for social security benefits, and the long-run consequences of deficit reduction.

In addition to its revenue scorekeeping reports and revenue cost estimates, the Tax Analysis Division prepared analyses on capital gains and IRA's and provided the Congress with numerous estimates of the distributional effects of proposed tax changes.

The CBO's four program divisions - Natural Resources, Human Resources and Community Development, National Security, and General Government - continued to aid the Congress as it addressed issues of spending and taxation among competing national priorities. The program divisions assisted the Congress in focusing its debate by organizing and presenting budget analyses that outlined options and alternatives for such topics as the thrift savings and loan crisis, Medicare catastrophic coverage and hospital payments, proposed limits on conventional weapons, and premium costs and financing of the Federal Employees Health Benefits Program.

Micro-to-mainframe capabilities continue to be developed by the automated systems staff, enabling analysts to quickly move data between their microcomputer models and mainframe data bases, thereby increasing productivity by reducing manual data handling as well as reducing timesharing costs. Also in FY 1989, CBO, along with the Office of Technology Assessment and the Library of Congress, began the process of moving its payroll system from the Library of Congress to the National Finance Center. This conversion will be completed in FY 1990 with the new service providing more useful and accurate personnel and payroll information and a more efficient system for recording time and attendance.

CHANGES IN CBO'S PLANS FOR FY 1989 AND FY 1990

The FY 1989 plan for CBO was based on funding a staff level of 221 workyears, keeping ADP costs flat, a normal level of administrative activity, and a minimal level of systems data and model development to meet budget constraints. The actual results for FY 1989 reflect variations from these goals in several areas.

ADP timesharing costs were $467,000 below the plan due to the recent unusual budget cycle. All of the savings occurred in the first quarter of the fiscal year, when the Congress recessed early for the coming election after a smooth appropriation cycle.

CHANGES IN CBO'S PLANS FOR FY 1989 AND FY 1990 cont

Printing costs in FY 1989 were $198,000 below the plan due to an unusual drop in the number of reports that were published. The budget planned for an average level of 30 reports, while 15 reports were actually published. This drop followed an unusually high publishing year in FY 1988.

The CBO FY 1990 appropriation after adjustments was $721,000 below the amount requested. This led to significant changes in two spending categories. ADP timesharing has been reduced $600,000 below the request in order to absorb the sequester, drug cut, and 1/1/90 COL. This funding level will require further increases in analysts' productivity and the postponement of system updates and enhancements. The reduction is offset by leasing costs which will be $110,000 higher than requested due to the retention of the 9370 mid-range computer which is helping to reduce the timesharing workload.

Also, most systems, data and model development projects have been postponed until FY 1991, saving $223,000.

CBO'S GOALS FOR FY 1991

In FY 1991, the Congressional Budget Office will continue to fulfill its mandate as previously stated. In order to achieve this goal, the following objectives support this budget request.

* To maintain the quality of analysis currently being provided the Congress while absorbing a rapidly growing workload. This requires the heavy utilization of all staff in the budget and fiscal analysis area specifically responsible for the CBO's duties under the Balanced Budget Act.

* To increase the efficiency of all analysts with the most up-to-date computer resources available, while reducing costs by the sharing of data and equipment through networking.

* To continue efforts to realize savings in administrative costs.

CBO's Products

PRODUCTS	FY1989 (actual)	FY1990 (est.)	% change 89-90	FY1991 (est.)	% change 90-91
Scorekeeping Reports	50	50	0%	50	0%
Federal Bill Cost Estimates (a)	770	823	7%	880	7%
State & Local Bill Cost Estimates(a)	675	722	7%	772	7%
Baseline Budget Projections	2	2	0%	2	0%
Program Analysis Reports	22	38	73%	38	0%
Economic Forecast (b)	4	4	0%	4	0%
Analysis of Pres. Budget	1	1	0%	1	0%
Reducing the Deficit	1	1	0%	1	0%
Congressional Testimony	29	30	3%	36	20%
Sequestration Report	2	2	0%	2	0%

(a) Cost estimates are tracked from the start of the legislative session through November.
(b) Includes a comprehensive forecast prepared twice-yearly, plus the quarterly review required by the Balanced Budget and Emergency Deficit Control Act of 1985

CBO's Workload

Total CBO Products:

	FY1989 (actual)	FY1990 (est.)	FY1991 (est.)
Projects pending from prior years	34	37	24
Projects started during the FY	1559	1660	1782
Total projects pending during the FY	1593	1697	1806
Projects completed during the FY	1556	1673	1786
Projects in progress at the end of the FY	37	24	20

CBO's Workload Cont.

Mandated Products with Regular Due Dates:

	FY1989 (actual)	FY1990 (est.)	FY1991 (est.)
Mandated projects in progress at the beginning of the FY	1	1	1
Projects legally mandated for the FY	1504	1604	1711
Mandated Projects started during the FY	1504	1604	1711
Mandated projects completed during the FY	1504	1604	1711
Mandated projects in progress at the end of the FY	1	1	1

Products In Response To Congressional Requests:

	FY1989 (actual)	FY1990 (est.)	FY1991 (est.)
Requested projects in progress at the beginning of the FY	33	36	23
Projects requested during the FY	55	56	71
Requested projects started during the FY	55	56	71
Requested projects completed/terminated during the FY	52	69	75
Requested projects in progress at the end of the FY	36	23	19

The above tables quantify CBO's main work products. A large number of less formal tasks, which are harder to tabulate, are also performed by CBO. In recent years, the number of formal and informal requests from Congress for CBO assistance has been growing. As a result, the number of informal responses to Congressional requests--in the form of staff memorandum, letter, or telephone response--has been growing significantly, as is the time needed to satisfy these requests.

CBO's Direct and Indirect Employment

Classification	Number of Employees			Dollars (000's)		
	FY1989	FY1990E	FY1991E	FY1989	FY1990E	FY1991E
Staff Ceiling (full-time permanent positions)	226	226	226	---	---	---
11.1 Full-Time Permanent	213	226	226	10,614	11,670	12,983
11.3 Other Than Full-Time Permanent	29	44	55	93	115	198
Semester interns	3	3	10	29	31	100
Summer interns	17	21	25	59	76	88
Panel of Economic Advisors	7	12	12	3	6	8
Consultants	2	8	8	1	2	2
25.0 Other Services (Contracts for on-site personal services)*	2	1	1	74	23	27

* Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency workspace) for six months or more during a twelve month period.

Object Class 25.0 Service Contracts (Indirect Employement)						
Type of service provided under contract	Number of Contracts			Dollars (000's)		
	1989	1990Est	1991Est.	1989	1990Est	1991Est.
ADP	22	25	25	2,222	2,327	2,486
Systems, data & model development	28	15	25	147	100	389
Administrative services	2	2	2	101	201	127
Maintenance and repair	13	15	15	81	90	99
Graphic arts	1	1	1	24	24	26
Storage and mailing	1	1	1	28	35	35
Temporary clerical	3	3	3	16	20	20
Training	60	50	50	42	40	50
Miscellaneous	29	25	25	118	36	37
TOTAL*	159	137	147	2,779	2,873	3,270

*This includes the total number of contracts and the total dollars under object class 25.0

MISCELLANEOUS STAFFING INFORMATION

The FY 1991 request contains no provision for a change in the staffing of the Congressional Budget Office.

ORGANIZATIONAL CHANGES

Robert D. Reischauer was appointed the third Director of the Congressional Budget Office in March of 1989. He is an economist who has written extensively on federal budget policy, Congress, social welfare issues, education, and state and local fiscal problems.

In 1975, Mr. Reischauer helped Alice Rivlin, the first Director, set up this office and then served as the Assistant Director for Human Resources and Community Development and later as the Deputy Director. In 1981 Mr. Reischauer left CBO to become the Senior Vice President of the Urban Institute. After 5 years in this position, he joined the Economic Studies Program of the Brookings Institution where he was a Senior Fellow until he was appointed to his current position.

The position of Deputy Director is currently vacant. Robert W. Hartman, Senior Analyst for the Budget Process, is serving as Acting Deputy Director.

Schedule A1

Congressional Budget Office
Office of the Director
Summary
By Object Class

CATEGORIES	FY 89 ACTUAL DOLLARS ($000)	FY 90 ESTIMATE DOLLARS ($000)	FY 91 ESTIMATE DOLLARS ($000)	NET CHANGE 90/91 DOLLARS ($000)
Breakdown by Object Class:				
11 Personnel Compensation	315	437	536	100
12 Personnel Benefits	80	111	140	28
13 Benefits to Former Personnel	0	0	0	0
21 Travel	4	10	15	5
22 Transportation of Things	0	0	0	0
23 Rent, Communication and Utilities	0	0	0	0
24 Printing and Reproduction	0	0	0	0
25 Other Services	0	0	0	0
26 Supplies and Materials	2	1	1	0
31 Equipment	14	11	5	(6)
32 Land and Structures	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0
Total	415	570	697	127

Schedule B1

Congressional Budget Office
Office of the Director
Analysis of Change To Budget Base
By Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS	PRICE LEVEL CHANGES	PROGRAM TYPE CHANGES			TOTAL CHANGES
			LEGISLATION	WORKLOAD	EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.	
	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)
Breakdown By Object Class:						
11 Personnel Compensation	100	0	0	0	0	100
12 Personnel Benefits	28	0	0	0	0	28
13 Benefits to Former Personnel	0	0	0	0	0	0
21 Travel	0	1	0	4	0	5
22 Transportation of Things	0	0	0	0	0	0
23 Rent, Communications and Utilities	0	0	0	0	0	0
24 Printing and Reproduction	0	0	0	0	0	0
25 Other Services	0	0	0	0	0	0
26 Supplies and Materials	0	0	0	0	0	0
31 Equipment	0	0	0	0	(6)	(6)
32 Land and Structures	0	0	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0	0	0
Total	128	1	0	4	(6)	127

Schedule C1

Congressional Budget Office
Office of the Director
Detailed Analysis of Change by Organization

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1990	7	574
Minus: Reduction pursuant to P.L. 99-177		(4)
Reduction pursuant to P.L. 101-164		0
Budget Base, 1990	7	570
	1991 Request	
I. Adjustments to Base	Staff	Amount ($000)
A. Mandatory Changes		128
1. Full staff funding		33
2. Merit increases and related benefits		8
3. Annualization of pay raise		5
4. Executive staff pay increase per H.R. 3660		77
5. Employee benefits cost increases		5
B. Price Level Changes		1
1. Travel price increase of 10%		1
2. Postage increase of 20%		0
3. Printing price increase of 7%		0
4. Comm. ADP timesharing price increase of 3%		0
5. Microcomputer price increase of 4%		0
6. Misc. services price increase of 6%		0
7. Administrative contract increase of 10%		0
8. Supplies price increase of 5%		0
9. Miscellaneous price increases		0
C. Program Type Changes		
1. Legislation		0
2. Workload		4
a. ADP system redesign & maintenance		0
b. ADP systems and data development		0
c. Replacement and upgrade of ADP software		0
d. Reduction in payroll system costs		0
e. Increase in published reports		0
f. Miscellaneous program changes		4
3. Equipment, Alterations, Maint., Repairs etc.		(6)
a. Discontinued lease of mid-range comp		0
b. Miscellaneous equipment increases		(6)
II. Net Increase/Decrease Requested	0	127
III. Total Appropriation Request, 1991	7	697

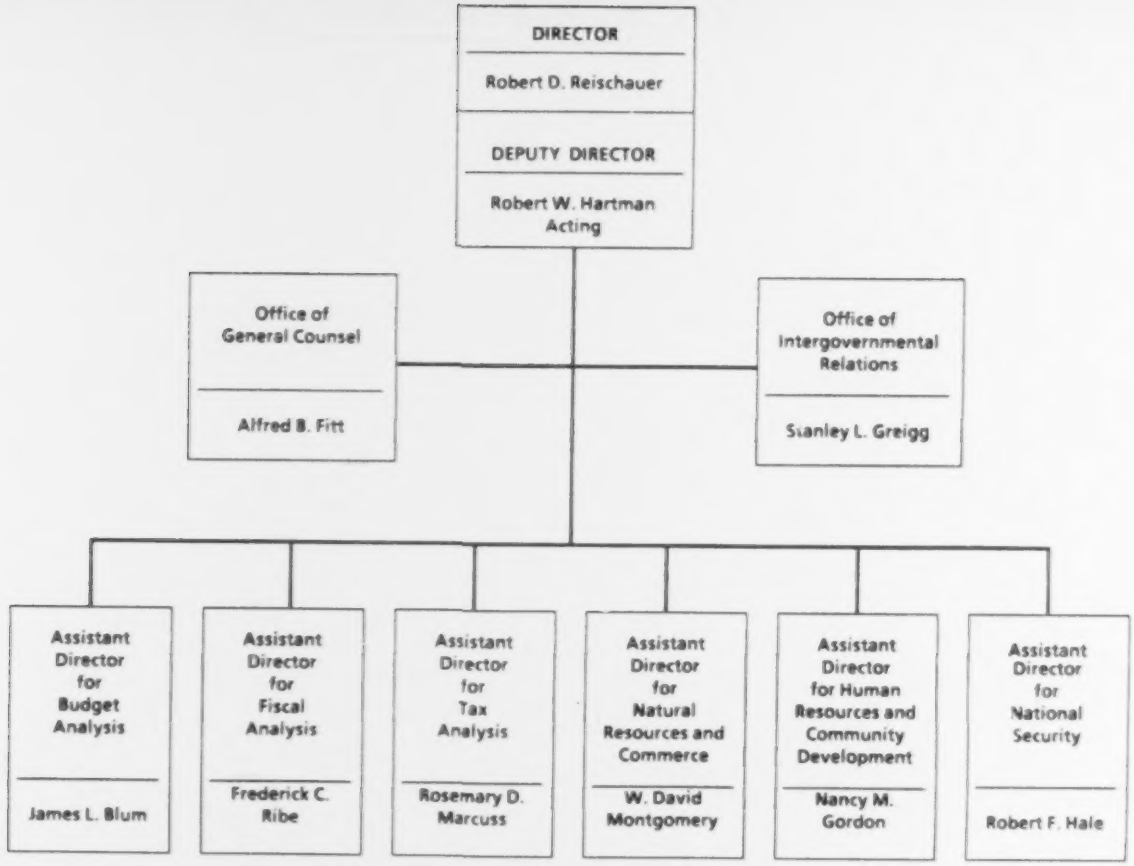
EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR THE OFFICE OF THE DIRECTOR		
B. PRICE LEVEL CHANGES CONTINUED	Staff	Amount ($000)
8. Supplies price increase of 5% This price increase is based primarily on CBO's economic forecast as of August, 1989.		0
9. Miscellaneous price increases Includes price increases for telecommunications and training.		0
C. PROGRAM TYPE CHANGES	Staff	Amount ($000)
1. Legislation		0
2. Workload	Staff	Amount ($000)
2a. ADP system redesign and maintenance These funds will support needed changes and updates to critical mainframe applications.		0
2b. ADP systems and data development These funds will be used primarily to purchase and modify data needed to update existing models and data bases.		0
2c. Replacement and upgrade of ADP software Major upgrades in essential mainframe software are expected .		0
2d. Reduction in payroll system costs Interagency costs for the NFC payroll system will drop when the conversion is completed.		0
2e. Increase in published reports Published reports are expected to increase by 10, resulting in higher printing and mailing costs.		0
2f. Miscellaneous program changes Miscellaneous increases for travel, training, and suppplies.		4
3. Equipment, Alterations, Maintenance, Repairs etc.	Staff	Amount ($000)
3a. Discontinued lease of mid-range computer During FY 1991, the 3-year lease for the IBM 9370 will end and CBO will own the computer.		0
3b Miscellaneous equipment increases Small increases in hardware replacement and maintenance are expected in FY 1991.		(6)

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR THE OFFICE OF THE DIRECTOR		
B. PRICE LEVEL CHANGES CONTINUED	Staff	Amount ($000)
8. Supplies price increase of 5% This price increase is based primarily on CBO's economic forecast as of August, 1989.		0
9. Miscellaneous price increases Includes price increases for telecommunications and training.		0
C. PROGRAM TYPE CHANGES	Staff	Amount ($000)
1. Legislation		0
2. Workload	Staff	Amount ($000)
2a. ADP system redesign and maintenance These funds will support needed changes and updates to critical mainframe applications.		0
2b. ADP systems and data development These funds will be used primarily to purchase and modify data needed to update existing models and data bases.		0
2c. Replacement and upgrade of ADP software Major upgrades in essential mainframe software are expected .		0
2d. Reduction in payroll system costs Interagency costs for the NFC payroll system will drop when the conversion is completed.		0
2e. Increase in published reports Published reports are expected to increase by 10, resulting in higher printing and mailing costs.		0
2f. Miscellaneous program changes Miscellaneous increases for travel, training, and suppplies.		4
3. Equipment, Alterations, Maintenance, Repairs etc.	Staff	Amount ($000)
3a. Discontinued lease of mid-range computer During FY 1991, the 3-year lease for the IBM 9370 will end and CBO will own the computer.		0
3b. Miscellaneous equipment increases Small increases in hardware replacement and maintenance are expected in FY 1991.		(6)

ROLE OF THE OFFICE OF THE DIRECTOR

The Office of the Director includes the CBO Director, Deputy Director, General Counsel and supporting staff. The Director's Office is responsible for the overall management of the CBO and for seeing that all duties of the organization as specified by the Budget Act are performed effectively and in the manner most useful to the Congress. The Office is also responsible for advising the Congress on a wide range of topics related to the budget process.

The General Counsel performs all legal work for CBO, interpreting applicable statutes, analyzing proposed legislation, and reviewing procurement actions.


DIRECTOR
Robert D. Reischauer
DEPUTY DIRECTOR
Robert W. Hartman
Acting
Office of General Counsel
Alfred B. Fitt
Office of Intergovernmental Relations
Stanley L. Greigg
Assistant Director for Budget Analysis
James L. Blum
Assistant Director for Fiscal Analysis
Frederick C. Ribe
Assistant Director for Tax Analysis
Rosemary D. Marcuss
Assistant Director for Natural Resources and Commerce
W. David Montgomery
Assistant Director for Human Resources and Community Development
Nancy M. Gordon
Assistant Director for National Security
Robert F. Hale

Staffing of the Office of the Director

The CBO Director is appointed for a four-year renewable term by the Speaker of the House and the President Pro Tempore of the Senate, after they have considered the recommendations of both Committees on the Budget. The Deputy Director and General Counsel are appointed by the Director.

The FY 1991 request contains no provision for a change in staffing of the division.

Classification	Number of Employees			Dollars (000's)		
	FY1989	FY1990E	FY1991E	FY1989	FY1990E	FY1991E
Staff Ceiling (full-time permanent positions)	7	7	7	----	----	----
11.1 Full-Time Permanent	5	7	7	311	430	527
11.3 Other Than Full-Time Permanent	8	18	18	4	7	9
Semester interns	0	0	0	0	0	0
Summer interns	0	0	0	0	0	0
Panel of Economic Advisors	7	12	12	3	6	8
Consultants	1	6	6	1	1	1
25.0 Other Services (Contracts for on-site personal services)*	0	0	0	0	0	0

* Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency workspace) for six months or more during a twelve month period.

Schedule A1

Congressional Budget Office
Budget Analysis Division
Summary
By Object Class

CATEGORIES	FY 89 ACTUAL DOLLARS ($000)	FY 90 ESTIMATE DOLLARS ($000)	FY 91 ESTIMATE DOLLARS ($000)	NET CHANGE 90/91 DOLLARS ($000)
Breakdown by Object Class:				
11 Personnel Compensation	3,788	4,137	4,601	464
12 Personnel Benefits	835	937	1,067	130
13 Benefits to Former Personnel	0	0	0	0
21 Travel	13	14	15	2
22 Transportation of Things	0	0	0	0
23 Rent, Communication and Utilities	0	0	0	0
24 Printing and Reproduction	0	0	0	0
25 Other Services	1,396	1,346	1,435	88
26 Supplies and Materials	5	6	6	0
31 Equipment	102	112	105	(7)
32 Land and Structures	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0
Total	6,138	6,551	7,229	678

Schedule B1

Congressional Budget Office
Budget Analysis Division
Analysis of Change To Budget Base
By Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS	PRICE LEVEL CHANGES	PROGRAM TYPE CHANGES			TOTAL CHANGES
			LEGISLATION	WORKLOAD	EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.	
	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)
Breakdown By Object Class:						
11 Personnel Compensation	464	0	0	0	0	464
12 Personnel Benefits	130	0	0	0	0	130
13 Benefits to Former Personnel	0	0	0	0	0	0
21 Travel	0	2	0	0	0	2
22 Transportation of Things	0	0	0	0	0	0
23 Rent, Communications and Utilities	0	0	0	0	0	0
24 Printing and Reproduction	0	0	0	0	0	0
25 Other Services	0	1	0	87	0	88
26 Supplies and Materials	0	0	0	0	0	0
31 Equipment	0	5	0	0	(12)	(7)
32 Land and Structures	0	0	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0	0	0
Total	594	8	0	87	(12)	679

Schedule C1

Congressional Budget Office
Budget Analysis Division
Detailed Analysis of Change by Organization

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1990	83	6,610
Minus: Reduction pursuant to P.L. 99-177		(59)
Reduction pursuant to P.L. 101-164		0
Budget Base, 1990	83	6,551

	1991 Request	
I. Adjustments to Base	Staff	Amount ($000)
A. Mandatory Changes		594
1. Full staff funding		139
2. Merit increases and related benefits		195
3. Annualization of pay raise		47
4. Executive staff pay increase per H.R. 3660		143
5. Employee benefits cost increases		50
B. Price Level Changes		8
1. Travel price increase of 10%		2
2. Postage increase of 20%		0
3. Printing price increase of 7%		0
4. Comm. ADP timesharing price increase of 3%		1
5. Microcomputer price increase of 4%		5
6. Misc. services price increase of 6%		0
7. Administrative contract increase of 10%		0
8. Supplies price increase of 5%		0
9. Miscellaneous price increases		0
C. Program Type Changes		
1. Legislation		0
2. Workload		87
a. ADP system redesign & maintenance		4
b. ADP systems and data development		84
c. Replacement and upgrade of ADP software		0
d. Reduction in payroll system costs		0
e. Increase in published reports		0
f. Miscellaneous program changes		0
3. Equipment, Alterations, Maint., Repairs etc.		(12)
a. Discontinued lease of mid-range comp		0
b. Miscellaneous equipment increases		(12)
II. Net Increase/Decrease Requested	0	678
III. Total Appropriation Request, 1991	83	7,229

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR THE BUDGET ANALYSIS DIVISION		
A. MANDATORY CHANGES	Staff	Amount ($000)
1. Full staff funding Restores funding for a full staff level of 226 permanent employees, 10 semester interns, and 25 summer interns.		159
2. Merit increases and related benefits Merit pay increases are budgeted at 3.6% of base salaries.		195
3. Annualization of COL pay raise The last quarter of the 1/1/90 3.6% COL increase.		47
4. Executive staff pay increase pursuant to H.R. 3660 Estimated impact of H.R. 3660, The Ethics Reform Act, on executive staff salaries and benefits.		143
5. Employee benefits cost increases Includes increases in agency costs for employee health ins., medicare and retirement benefits.		50
B. PRICE LEVEL CHANGES	Staff	Amount ($000)
1. Travel price increase of 10% The price increase of 10% is based on projected increases in per diem and transportation costs.		2
2. Postage increase of 20% The Postal Service has projected a 20% increase in postal rates on 1/1/91.		0
3. Printing price increase of 7% Printing costs are expected to increase by 7% according to GPO which prints all CBO publications.		0
4. Commercial ADP timesharing price increase of 3% Commercial ADP timesharing prices are expected to increase by 3% based on information provided by major vendors.		1
5. Microcomputer price increase of 4% This price increase is based primarily on projected increases for software licenses.		5
6. Misc. services increase of 6% This price increase is slightly higher than inflation based on information provided by major vendors.		0
7. Administrative contract increase of 10% The price increase of 10% for administrative services provided by the Library of Congress reflects historical trends.		0

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR THE BUDGET ANALYSIS DIVISION		
B. PRICE LEVEL CHANGES CONTINUED	Staff	Amount ($000)
8. Supplies price increase of 5% This price increase is based primarily on CBO's economic forecast as of August, 1989.		0
9. Miscellaneous price increases Includes price increases for telecommunications and training.		0
C. PROGRAM TYPE CHANGES	Staff	Amount ($000)
1. Legislation		0
2. Workload	Staff	Amount ($000)
2a. ADP system redesign and maintenance These funds will support needed changes and updates to critical mainframe applications.		4
2b. ADP systems and data development These funds will be used primarily to purchase and modify data needed to update existing models and data bases.		84
2c. Replacement and upgrade of ADP software Major upgrades in essential mainframe software are expected .		0
2d. Reduction in payroll system costs Interagency costs for the NFC payroll system will drop when the conversion is completed.		0
2e. Increase in published reports Published reports are expected to increase by 10, resulting in higher printing and mailing costs.		0
2f. Miscellaneous program changes Miscellaneous increases for travel, training, and suppplies.		0
3. Equipment, Alterations, Maintenance, Repairs etc.	Staff	Amount ($000)
3a. Discontinued lease of mid-range computer During FY 1991, the 3-year lease for the IBM 9370 will end and CBO will own the computer.		0
3b. Miscellaneous equipment increases Small increases in hardware replacement and maintenance are expected in FY 1991.		(12)

ROLE OF THE BUDGET ANALYSIS DIVISION

The Budget Analysis Division, CBO's largest, develops and maintains CBO's spending estimates; maintains current tabulations of Congressional spending actions (scorekeeping); prepares five-year estimates for bills reported by authorizing committees; prepares outlay estimates for bills providing new budget authority; annually reports projections of new budget authority and outlays for the coming five years; and estimates costs to state and local governments of complying with federal legislation. The Budget Analysis Division also reviews the budget estimates submitted by the Administration and prepares an annual report to the Appropriations Committees on the President's Budget. The division also contributes estimates to other CBO reports such as the Annual Report and the budget reductions options report. And the division provides support to the Budget and Appropriations Committees and to other committees of Congress in these and other forms where budget estimates are needed. The division further supports Congressional Committees by conducting continuing studies of budget reform proposals for use by the division and the Budget and Appropriations committees.

ACCOMPLISHMENTS OF THE BUDGET ANALYSIS DIVISION IN FY 1989

Fiscal year 1989 was a year where budget issues continued to dominate the legislative agenda of the Congress. In this context, the Budget Analysis Division fulfilled its function of providing budget estimates to the Congress in a timely manner and with a high degree of accuracy. In February CBO released its annual report for which the division prepared the review of the budget outlook, baseline budget projections, and budget estimates for budget reduction options. The division produced analyses of Reagan's spending requests in CBO's Analysis of the President's Budgetary Proposals for 1990 and updated the work to estimate the impact of Bush's revisions. Two complete sequestration reports for FY 1990 also were prepared, one in August and a second in October.

The division developed numerous baseline budget estimates and estimates of costs of various budget alternatives in support of the development of the budget resolution. The division prepared about 770 bill cost estimates, covering all of the reported bills which had a cost impact. The division continued its studies of the budget process with particular emphasis on proposals to reform the budgetary treatment of credit programs.

The division's timesharing costs continue to be reduced through a concerted effort to improve the efficiency of existing systems, to transfer program development activity from timesharing to a mid-range computer, and to develop microcomputer applications to perform certain tasks currently done in a timesharing environment.

CHANGES IN PLANS FOR FY 1989 AND FY 1990 FOR THE BUDGET ANALYSIS DIVISION

In FY 1989, the division's ADP timesharing costs were $253,000 below the plan due to the recent unusual budget cycle. All of the savings occurred in the first quarter of the fiscal year, when the Congress recessed early for the coming election after a smooth appropriation cycle.

The division's FY 1990 budget allocation for ADP timesharing is $395,000 less than the amount requested a year ago. This funding level will support the same workload experienced in FY 1989.

PRIORITIES FOR THE BUDGET ANALYSIS DIVISION DURING FY 1991

During FY 1991, the primary objective of the Budget Analysis Division will be to continue to provide the budgetary analyses and technical data support needed by the Congress to consider budget, appropriations and authorizing legislation.

The division will have a major responsibility for preparing the reports required from the Congressional Budget Office by the Balanced Budget Act. To fulfill that responsibility, the division will have to work closely with the Office of Management and Budget to minimize differences between the agencies' estimates. Additional assistance also will be provided to the Committees on Appropriations.

PRODUCTS OF THE BUDGET ANALYSIS DIVISION

See "Accomplishments of the Budget Analysis Division in FY 1989".

Staffing of the Budget Analysis Division

The FY 1991 request contains no provision for a change in staffing of the division.

Classification	Number of Employees			Dollars (000's)		
	FY1989	FY1990E	FY1991E	FY1989	FY1990E	FY1991E
Staff Ceiling (full-time permanent positions)	83	83	83	----	----	----
11.1 Full-Time Permanent	79	83	83	3,770	4,116	4,539
11.3 Other Than Full-Time Permanent	5	6	11	18	21	62
Semester interns	0	1	3	0	1	31
Summer interns	5	5	8	18	20	31
Panel of Economic Advisors	0	0	0	0	0	0
Consultants	0	0	0	0	0	0
25.0 Other Services (Contracts for on-site personal services)*	0	0	0	0	0	0

* Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency workspace) for six months or more during a twelve month period.

Schedule A1

Congressional Budget Office
Fiscal Analysis Division
Summary
By Object Class

CATEGORIES	FY 89 ACTUAL DOLLARS ($000)	FY 90 ESTIMATE DOLLARS ($000)	FY 91 ESTIMATE DOLLARS ($000)	NET CHANGE 90/91 DOLLARS ($000)
Breakdown by Object Class:				
11 Personnel Compensation	1,032	1,157	1,340	183
12 Personnel Benefits	221	255	305	50
13 Benefits to Former Personnel	0	0	0	0
21 Travel	7	9	9	1
22 Transportation of Things	0	0	0	0
23 Rent, Communication and Utilities	0	0	0	0
24 Printing and Reproduction	0	0	0	0
25 Other Services	103	114	150	36
26 Supplies and Materials	31	28	25	(3)
31 Equipment	28	25	50	25
32 Land and Structures	9	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0
Total	1,423	1,587	1,878	291

Schedule B1

Congressional Budget Office
Fiscal Analysis Division
Analysis of Change To Budget Base
By Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS	PRICE LEVEL CHANGES	PROGRAM TYPE CHANGES			TOTAL CHANGES
			LEGISLATION	WORKLOAD	EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.	
	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)
Breakdown By Object Class:						
11 Personnel Compensation	183	0	0	0	0	183
12 Personnel Benefits	50	0	0	0	0	50
13 Benefits to Former Personnel	0	0	0	0	0	0
21 Travel	0	1	0	0	0	1
22 Transportation of Things	0	0	0	0	0	0
23 Rent, Communications and Utilities	0	0	0	0	0	0
24 Printing and Reproduction	0	0	0	0	0	0
25 Other Services	0	7	0	29	0	36
26 Supplies and Materials	0	2	0	(5)	0	(3)
31 Equipment	0	0	0	0	25	25
32 Land and Structures	0	0	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0	0	0
Total	233	9	0	24	25	291

Schedule C1 Congressional Budget Office
Fiscal Analysis Division
Detailed Analysis of Change by Organization

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1990	23	1,665
Minus: Reduction pursuant to P.L. 99-177		(78)
Reduction pursuant to P.L. 101-164		0
Budget Base, 1990	23	1,587
	1991 Request	
I. Adjustments to Base	Staff	Amount ($000)
A. Mandatory Changes		233
1. Full staff funding		136
2. Merit increases and related benefits		27
3. Annualization of pay raise		13
4. Executive staff pay increase per H.R. 3660		43
5. Employee benefits cost increases		14
B. Price Level Changes		9
1. Travel price increase of 10%		1
2. Postage increase of 20%		0
3. Printing price increase of 7%		0
4. Comm. ADP timesharing price increase of 3%		7
5. Microcomputer price increase of 4%		2
6. Misc. services price increase of 6%		0
7. Administrative contract increase of 10%		0
8. Supplies price increase of 5%		0
9. Miscellaneous price increases		0
C. Program Type Changes		
1. Legislation		0
2. Workload		24
a. ADP system redesign & maintenance		24
b. ADP systems and data development		5
c. Replacement and upgrade of ADP software		(5)
d. Reduction in payroll system costs		0
e. Increase in published reports		0
f. Miscellaneous program changes		0
3. Equipment, Alterations, Maint., Repairs etc.		25
a. Discontinued lease of mid-range comp		0
b. Miscellaneous equipment increases		25
II. Net Increase/Decrease Requested	0	291
III. Total Appropriation Request, 1991	23	1,878

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR THE FISCAL ANALYSIS DIVISION		
A. MANDATORY CHANGES	Staff	Amount ($000)
1. Full staff funding Restores funding for a full staff level of 226 permanent employees, 10 semester interns, and 25 summer interns.		136
2. Merit increases and related benefits Merit pay increases are budgeted at 3.6% of base salaries.		27
3. Annualization of COL pay raise The last quarter of the 1/1/90 3.6% COL increase.		13
4. Executive staff pay increase pursuant to H.R. 3660 Estimated impact of H.R. 3660, The Ethics Reform Act, on executive staff salaries and benefits.		43
5. Employee benefits cost increases Includes increases in agency costs for employee health ins., medicare and retirement benefits.		14
B. PRICE LEVEL CHANGES	Staff	Amount ($000)
1. Travel price increase of 10% The price increase of 10% is based on projected increases in per diem and transportation costs.		1
2. Postage increase of 20% The Postal Service has projected a 20% increase in postal rates on 1/1/91.		0
3. Printing price increase of 7% Printing costs are expected to increase by 7% according to GPO which prints all CBO publications.		0
4. Commercial ADP timesharing price increase of 3% Commercial ADP timesharing prices are expected to increase by 3% based on information provided by major vendors.		7
5. Microcomputer price increase of 4% This price increase is based primarily on projected increases for software licenses.		2
6. Misc. services increase of 6% This price increase is slightly higher than inflation based on information provided by major vendors.		0
7. Administrative contract increase of 10% The price increase of 10% for administrative services provided by the Library of Congress reflects historical trends.		0

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR THE FISCAL ANALYSIS DIVISION		
B. PRICE LEVEL CHANGES CONTINUED	Staff	Amount ($000)
8. Supplies price increase of 5% This price increase is based primarily on CBO's economic forecast as of August, 1989.		0
9. Miscellaneous price increases Includes price increases for telecommunications and training.		0
C. PROGRAM TYPE CHANGES	Staff	Amount ($000)
1. Legislation		0
2. Workload	Staff	Amount ($000)
2a. ADP system redesign and maintenance These funds will support needed changes and updates to critical mainframe applications.		24
2b. ADP systems and data development These funds will be used primarily to purchase and modify data needed to update existing models and data bases.		5
2c. Replacement and upgrade of ADP software Major upgrades in essential mainframe software are expected .		(5)
2d. Reduction in payroll system costs Interagency costs for the NFC payroll system will drop when the conversion is completed.		0
2e. Increase in published reports Published reports are expected to increase by 10, resulting in higher printing and mailing costs.		0
2f. Miscellaneous program changes Miscellaneous increases for travel, training, and suppplies.		0
3. Equipment, Alterations, Maintenance, Repairs etc.	Staff	Amount ($000)
3a. Discontinued lease of mid-range computer During FY 1991, the 3-year lease for the IBM 9370 will end and CBO will own the computer.		0
3b. Miscellaneous equipment increases Small increases in hardware replacement and maintenance are expected in FY 1991.		25

ROLE OF THE FISCAL ANALYSIS DIVISION

The Fiscal Analysis Division analyzes the U.S. economy, prepares projections of future economic conditions, and studies how that future could be affected by different economic developments or policies. The economic projections serve both Budget Committees in developing the concurrent resolutions on the budget and the entire Congress as it considers and passes the budget. The division's analyses focus on such issues as inflation, employment, production, incomes, international economic affairs, and credit, as well as the interaction of these issues with the federal budget. Although CBO does not have its own large-scale econometric model, its forecasts are based on information from the major econometric models and other forecasting services that are available commercially, along with the advice of a distinguished panel of advisors who represent a wide spectrum of economic views.

ACCOMPLISHMENTS OF THE FISCAL ANALYSIS DIVISION IN FY 1989

In FY 1989 the Fiscal Analysis division again provided regular economic forecasts and detailed analyses of the state of the economy for the House and Senate Budget Committees. In addition, the division presented testimony on the potential economic impacts of alternative deficit reductions to the National Economic Commission and published a major study on policies to reduce the trade deficit at the request of the House Budget Committee. The division also wrote or contributed to testimony and reports on the resolution of insolvent thrift institutions, the budgetary treatment of social security, the choice of price indexes for social security benefits, and the long-run consequences of deficit reduction. In addition, the division initiated four studies for publication early in FY 1990 dealing with third-world debt, the proper measurement of the deficit, tax incentives for private saving, and historical and international perspectives on national saving in the U.S.

CHANGES IN PLANS FOR FY 1989 AND FY 1990 FOR THE FISCAL ANALYSIS DIVISION

There are no significant changes in plans in FY 1989 or FY 1990 for the Fiscal Analysis Division.

PRIORITIES FOR THE FISCAL ANALYSIS DIVISION IN FY 1991

The Fiscal Analysis Division's main priority for FY 1991 is to continue to provide authoritative views of the economic outlook for the Budget Committees (in particular in ways explicitly mandated by the Balanced Budget Act) and to conduct analyses of important policy issues for those and other committees.

PRIORITIES FOR THE FISCAL ANALYSIS DIVISION IN FY 1991 cont

The division is exploring the use of quantitative models that will improve its capacity to analyze the interrelationship of economic developments in the United States and those elsewhere in the world. Otherwise, the division continues to explore ways to reduce its computing costs and to improve its productivity.

PRODUCTS OF THE FISCAL ANALYSIS DIVISION

Products of the Fiscal Analysis Division include a macroeconomic forecast prepared twice a year, studies of specific economic issues requested by congressional committees, and regular economic analyses in support of the budgetary analyses prepared by other CBO divisions.

Staffing of the Fiscal Analysis Division

The FY 1991 request contains no provision for a change in staffing of the Division.

Classification	Number of Employees FY1989	FY1990E	FY1991E	Dollars (000's) FY1989	FY1990E	FY1991E
Staff Ceiling (full-time permanent positions)	23	23	23	----	----	----
11.1 Full-Time Permanent	20	23	23	1,017	1,142	1,321
11.3 Other Than Full-Time Permanent	4	5	5	15	15	19
Semester interns	1	1	1	7	7	11
Summer interns	2	2	2	7	7	7
Panel of Economic Advisors	0	0	0	0	0	0
Consultants	1	2	2	0	1	1
25.0 Other Services (Contracts for on-site personal services)*	0	0	0	0	0	0

* Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency workspece) for six months or more during a twelve month period.

Schedule A1

Congressional Budget Office
Tax Analysis Division
Summary
By Object Class

CATEGORIES	FY 89 ACTUAL DOLLARS ($000)	FY 90 ESTIMATE DOLLARS ($000)	FY 91 ESTIMATE DOLLARS ($000)	NET CHANGE 90/91 DOLLARS ($000)
Breakdown by Object Class:				
11 Personnel Compensation	868	958	1,035	77
12 Personnel Benefits	259	286	317	32
13 Benefits to Former Personnel	0	0	0	0
21 Travel	3	4	6	2
22 Transportation of Things	0	0	0	0
23 Rent, Communication and Utilities	0	0	0	0
24 Printing and Reproduction	0	0	0	0
25 Other Services	168	168	221	53
26 Supplies and Materials	6	6	6	0
31 Equipment	31	30	40	10
32 Land and Structures	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0
Total	1,335	1,452	1,625	174

Schedule B1

Congressional Budget Office
Tax Analysis Division
Analysis of Change To Budget Base
By Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS	PRICE LEVEL CHANGES	PROGRAM TYPE CHANGES			TOTAL CHANGES
			LEGISLATION	WORKLOAD	EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.	
	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)
Breakdown By Object Class:						
11 Personnel Compensation	77	0	0	0	0	77
12 Personnel Benefits	32	0	0	0	0	32
13 Benefits to Former Personnel	0	0	0	0	0	0
21 Travel	0	1	0	1	0	2
22 Transportation of Things	0	0	0	0	0	0
23 Rent, Communications and Utilities	0	0	0	0	0	0
24 Printing and Reproduction	0	0	0	0	0	0
25 Other Services	0	1	0	52	0	53
26 Supplies and Materials	0	0	0	0	0	0
31 Equipment	0	0	0	0	10	10
32 Land and Structures	0	0	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0	0	0
Total	109	2	0	53	10	174

Schedule C1

Congressional Budget Office
Tax Analysis Division
Detailed Analysis of Change by Organization

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1990	15	1,458
Minus: Reduction pursuant to P.L. 99-177		(6)
Reduction pursuant to P.L. 101-164		0
Budget Base, 1990	15	1,452
	1991 Request	
I. Adjustments to Base	Staff	Amount ($000)
A. Mandatory Changes		109
1. Full staff funding		5
2. Merit increases and related benefits		48
3. Annualization of pay raise		10
4. Executive staff pay increase per H.R. 3660		34
5. Employee benefits cost increases		12
B. Price Level Changes		2
1. Travel price increase of 10%		1
2. Postage increase of 20%		0
3. Printing price increase of 7%		0
4. Comm. ADP timesharing price increase of 3%		1
5. Microcomputer price increase of 4%		0
6. Misc. services price increase of 6%		0
7. Administrative contract increase of 10%		0
8. Supplies price increase of 5%		0
9. Miscellaneous price increases		0
C. Program Type Changes		
1. Legislation		0
2. Workload		53
a. ADP system redesign & maintenance		49
b. ADP systems and data development		3
c. Replacement and upgrade of ADP software		0
d. Reduction in payroll system costs		0
e. Increase in published reports		0
f. Miscellaneous program changes		1
3. Equipment, Alterations, Maint., Repairs etc.		10
a. Discontinued lease of mid-range comp		0
b. Miscellaneous equipment increases		10
II. Net Increase/Decrease Requested	0	174
III. Total Appropriation Request, 1991	15	1,625

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR THE TAX ANALYSIS DIVISION		
A. MANDATORY CHANGES	Staff	Amount ($000)
1. Full staff funding Restores funding for a full staff level of 226 permanent employees, 10 semester interns, and 25 summer interns.		5
2. Merit increases and related benefits Merit pay increases are budgeted at 3.6% of base salaries.		48
3. Annualization of COL pay raise The last quarter of the 1/1/90 3.6% COL increase.		10
4. Executive staff pay increase pursuant to H.R. 3660 Estimated impact of H.R. 3660, The Ethics Reform Act, on executive staff salaries and benefits.		34
5. Employee benefits cost increases Includes increases in agency costs for employee health ins., medicare and retirement benefits.		12
B. PRICE LEVEL CHANGES	Staff	Amount ($000)
1. Travel price increase of 10% The price increase of 10% is based on projected increases in per diem and transportation costs.		1
2. Postage increase of 20% The Postal Service has projected a 20% increase in postal rates on 1/1/91.		0
3. Printing price increase of 7% Printing costs are expected to increase by 7% according to GPO which prints all CBO publications.		0
4. Commercial ADP timesharing price increase of 3% Commercial ADP timesharing prices are expected to increase by 3% based on information provided by major vendors.		1
5. Microcomputer price increase of 4% This price increase is based primarily on projected increases for software licenses.		0
6. Misc. services increase of 6% This price increase is slightly higher than inflation based on information provided by major vendors.		0
7. Administrative contract increase of 10% The price increase of 10% for administrative services provided by the Library of Congress reflects historical trends.		0

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR THE TAX ANALYSIS DIVISION		
B. PRICE LEVEL CHANGES CONTINUED	Staff	Amount ($000)
8. Supplies price increase of 5% This price increase is based primarily on CBO's economic forecast as of August, 1989.		0
9. Miscellaneous price increases Includes price increases for telecommunications and training.		0
C. PROGRAM TYPE CHANGES	Staff	Amount ($000)
1. Legislation		0
2. Workload	Staff	Amount ($000)
2a. ADP system redesign and maintenance These funds will support needed changes and updates to critical mainframe applications.		49
2b. ADP systems and data development These funds will be used primarily to purchase and modify data needed to update existing models and data bases.		3
2c. Replacement and upgrade of ADP software Major upgrades in essential mainframe software are expected .		0
2d. Reduction in payroll system costs Interagency costs for the NFC payroll system will drop when the conversion is completed.		0
2e. Increase in published reports Published reports are expected to increase by 10, resulting in higher printing and mailing costs.		0
2f. Miscellaneous program changes Miscellaneous increases for travel, training, and supplies.		1
3. Equipment, Alterations, Maintenance, Repairs etc.	Staff	Amount ($000)
3a. Discontinued lease of mid-range computer During FY 1991, the 3-year lease for the IBM 9370 will end and CBO will own the computer.		0
3b. Miscellaneous equipment increases Small increases in hardware replacement and maintenance are expected in FY 1991.		10

ROLE OF THE TAX ANALYSIS DIVISION

The Tax Analysis Division is responsible for generating and maintaining the revenue side of CBO's five-year budget baseline projections, analyzing tax expenditures, and preparing analyses of federal government taxes on the economy. Analyses focus on long-term incentive and revenue effects of tax changes, effects of taxes on the economy, and the changing distribution of federal government taxes among taxpayers.

ACCOMPLISHMENTS OF THE TAX ANALYSIS DIVISION IN FY 1989

In FY 1989, the Tax Analysis Division (TAD) prepared CBO's baseline revenue estimates and supplied Congressional staff with substantial background material on tax matters including, in a combined effort with the Joint Committee on Taxation, over 100 revenue estimates. Close to 50 of these estimates were for provisions in bills significantly affecting budget outlays. These cost estimates were prepared jointly by the TAD and the Budget Analysis Division within CBO. Also in cooperation with the Budget Analysis Division, TAD maintains the bill-by-bill Congressional scorekeeping system for all legislation reported out of committee with a significant effect on revenues which is used to provide a weekly scorekeeping report to the Appropriations committees.

During the year, TAD prepared analyses of taxes on capital gains and Individual Retirement Accounts (IRAs). Studies underway during the year include a report on a possible U.S. value added tax, a report on the costs and benefits of increasing federal excise taxes, and more analyses of capital gains taxation and the effectiveness of tax-based incentives to save, such as IRAs. In addition, estimates of the distribution of the effects of proposed tax changes were supplied to Congress throughout the year.

CHANGES IN PLANS FOR FY 1989 AND FY 1990 FOR THE TAX ANALYSIS DIVISION

There were no significant changes in plans in FY 1989 or FY 1990 for the Tax Analysis Division.

PRIORITIES FOR THE TAX ANALYSIS DIVISION DURING FY 1991

During FY 1991, the main priority of the Tax Analysis Division will be to continue to provide the baseline budget projections for the Congressional budget process and, in cooperation with the Joint Committee on Taxation and other divisions at CBO, prepare the estimates and analyses needed by the Congress in its consideration of budget and tax legislation. TAD will continue to work with the Joint Committee and the

PRIORITIES FOR THE TAX ANALYSIS DIVISION DURING FY 1991 cont

Department of the Treasury to develop and implement new methods for estimating the effect of tax legislation on revenues. In addition, the division continues to prepare studies covering the range of tax issues of current interest to the Congress, especially questions of the distribution among taxpayers of the effects of tax changes.

PRODUCTS OF THE TAX ANALYSIS DIVISION

See "Accomplishments of the Tax Analysis Division in FY 1989.

Staffing of the Tax Analysis Division

The FY 1991 request contains no provision for a change in staffing of the Division.

Classification	Number of Employees			Dollars (000's)		
	FY1989	FY1990E	FY1991E	FY1989	FY1990E	FY1991E
Staff Ceiling (full-time permanent positions)	15	15	15	----	----	----
11.1 Full-Time Permanent	17	15	15	875	945	1,017
11.3 Other Than Full-Time Permanent	4	4	4	13	13	18
Semester interns	1	1	1	3	3	8
Summer interns	3	3	3	10	10	10
Panel of Economic Advisors	0	0	0	0	0	0
Consultants	0	0	0	0	0	0
25.0 Other Services (Contracts for on-site personal services)*	1	1	1	0	0	0

* Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency workspace) for six months or more during a twelve month period.

Schedule A1

Congressional Budget Office
Program Divisions (a)
Summary
By Object Class

CATEGORIES	FY 89 ACTUAL DOLLARS ($000)	FY 90 ESTIMATE DOLLARS ($000)	FY 91 ESTIMATE DOLLARS ($000)	NET CHANGE 90/91 DOLLARS ($000)
Breakdown by Object Class:				
11 Personnel Compensation	3,588	3,864	4,316	451
12 Personnel Benefits	863	950	1,090	140
13 Benefits to Former Personnel	0	0	0	0
21 Travel	29	33	36	4
22 Transportation of Things	0	0	0	0
23 Rent, Communication and Utilities	0	0	0	0
24 Printing and Reproduction	0	0	0	0
25 Other Services	624	604	876	271
26 Supplies and Materials	9	15	14	(1)
31 Equipment	102	107	112	4
32 Land and Structures	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0
Total	5,115	5,576	6,443	869

(a) Includes the Natural Resources Division, the Human Resources Division, the National Security Division, and the General Government Unit of the Office of Intergovernmental Relations

Schedule B1

Congressional Budget Office
Program Divisions (a)
Analysis of Change To Budget Base
By Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS	PRICE LEVEL CHANGES	PROGRAM TYPE CHANGES			TOTAL CHANGES
			LEGISLATION	WORKLOAD	EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.	
	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)
Breakdown By Object Class:						
11 Personnel Compensation	451	0	0	0	0	451
12 Personnel Benefits	140	0	0	0	0	140
13 Benefits to Former Personnel	0	0	0	0	0	0
21 Travel	0	4	0	0	0	4
22 Transportation of Things	0	0	0	0	0	0
23 Rent, Communications and Utilities	0	0	0	0	0	0
24 Printing and Reproduction	0	0	0	0	0	0
25 Other Services	0	1	0	270	0	271
26 Supplies and Materials	0	1	0	(2)	0	(1)
31 Equipment	0	4	0	0	0	4
32 Land and Structures	0	0	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0	0	0
Total	591	9	0	269	0	869

Schedule C1

Congressional Budget Office —
Program Divisions (a)
Detailed Analysis of Change by Organization

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1990	72	5,661
Minus: Reduction pursuant to P.L. 99-177		(87)
Reduction pursuant to P.L. 101-164		0
Budget Base, 1990	72	5,574
	1991 Request	
I. Adjustments to Base	Staff	Amount ($000)
A. Mandatory Changes		591
1. Full staff funding		169
2. Merit increases and related benefits		97
3. Annualization of pay raise		41
4. Executive staff pay increase per H.R. 3660		240
5. Employee benefits cost increases		43
B. Price Level Changes		9
1. Travel price increase of 10%		4
2. Postage increase of 20%		0
3. Printing price increase of 7%		0
4. Comm. ADP timesharing price increase of 3%		1
5. Microcomputer price increase of 4%		5
6. Misc. services price increase of 6%		0
7. Administrative contract increase of 10%		0
8. Supplies price increase of 5%		0
9. Miscellaneous price increases		0
C. Program Type Changes		
1. Legislation		0
2. Workload		269
a. ADP system redesign & maintenance		72
b. ADP systems and data development		198
c. Replacement and upgrade of ADP software		(2)
d. Reduction in payroll system costs		0
e. Increase in published reports		0
f. Miscellaneous program changes		0
3. Equipment, Alterations, Maint., Repairs etc.		0
a. Discontinued lease of mid-range comp		0
b. Miscellaneous equipment increases		0
II. Net Increase/Decrease Requested	0	869
III. Total Appropriation Request, 1991	72	6,443

(a) Includes Natural Resources, Human Resources, National Security and General Government

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR THE PROGRAM DIVISIONS

A. MANDATORY CHANGES	Staff	Amount ($000)
1. Full staff funding Restores funding for a full staff level of 226 permanent employees, 10 semester interns, and 25 summer interns.		169
2. Merit increases and related benefits Merit pay increases are budgeted at 3.6% of base salaries.		97
3. Annualization of COL pay raise The last quarter of the 1/1/90 3.6% COL increase.		41
4. Executive staff pay increase pursuant to H.R. 3660 Estimated impact of H.R. 3660, The Ethics Reform Act, on executive staff salaries and benefits.		240
5. Employee benefits cost increases Includes increases in agency costs for employee health ins., medicare and retirement benefits.		43
B. PRICE LEVEL CHANGES	**Staff**	**Amount ($000)**
1. Travel price increase of 10% The price increase of 10% is based on projected increases in per diem and transportation costs.		4
2. Postage increase of 20% The Postal Service has projected a 20% increase in postal rates on 1/1/91.		0
3. Printing price increase of 7% Printing costs are expected to increase by 7% according to GPO which prints all CBO publications.		0
4. Commercial ADP timesharing price increase of 3% Commercial ADP timesharing prices are expected to increase by 3% based on information provided by major vendors.		1
5. Microcomputer price increase of 4% This price increase is based primarily on projected increases for software licenses.		5
6. Misc. services increase of 6% This price increase is slightly higher than inflation based on information provided by major vendors.		0
7. Administrative contract increase of 10% The price increase of 10% for administrative services provided by the Library of Congress reflects historical trends.		0

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR THE PROGRAM DIVISIONS		
B. PRICE LEVEL CHANGES CONTINUED	Staff	Amount ($000)
8. Supplies price increase of 5% This price increase is based primarily on CBO's economic forecast as of August, 1989.		0
9. Miscellaneous price increases Includes price increases for telecommunications and training.		0
C. PROGRAM TYPE CHANGES	Staff	Amount ($000)
1. Legislation		0
2. Workload	Staff	Amount ($000)
2a. ADP system redesign and maintenance These funds will support needed changes and updates to critical mainframe applications.		72
2b. ADP systems and data development These funds will be used primarily to purchase and modify data needed to update existing models and data bases.		198
2c. Replacement and upgrade of ADP software Major upgrades in essential mainframe software are expected .		(2)
2d. Reduction in payroll system costs Interagency costs for the NFC payroll system will drop when the conversion is completed.		0
2e. Increase in published reports Published reports are expected to increase by 10, resulting in higher printing and mailing costs.		0
2f. Miscellaneous program changes Miscellaneous increases for travel, training, and supplies.		0
3. Equipment, Alterations, Maintenance, Repairs etc.	Staff	Amount ($000)
3a. Discontinued lease of mid-range computer During FY 1991, the 3-year lease for the IBM 9370 will end and CBO will own the computer.		0
3b. Miscellaneous equipment increases Small increases in hardware replacement and maintenance are expected in FY 1991.		0

ROLE OF THE PROGRAM DIVISIONS

CBO's four program divisions--Human Resources, Natural Resources, National Security, and General Government unit of OIGR--respond to requests from almost every committee of Congress for analyses of issues and options that allow the Congress to forecast the consequences of legislation before it is enacted. These responses are in the form of formal and informal cost estimates, short-term policy analyses of specific provisions of proposed legislation, testimony at Congressional hearings, and longer-term analyses of broad issue areas which may result in published papers.

In addition, all of these divisions provide information and analyses essential to the preparation of budgetary and bill cost estimates prepared by the Budget Analysis, Fiscal Analysis, and Tax Analysis divisions, as well as writing many of the sections of CBO's annual report on options for reducing the deficit.

Natural Resources and Commerce Division: This division serves Congressional committees that deal with agriculture, energy, the environment, industry and trade, public works infrastructure, and research development and technology.

Human Resources and Community Development Division: This division provides analysis of programmatic and budgetary issues in the areas of income assistance, Social Security, health, education, employment and training, social services, housing and community development.

National Security Division: This division's analyses examine issues and legislation concerning military manpower, strategic forces, general purpose forces, and other programs related to national defense.

General Government: This unit of the Office of Intergovernmental Relations studies issues related to the organization and management of the federal government and the compensation of active and retired federal workers.

Accomplishments of the Program Divisions in FY 1989

The Accomplishments of the Program divisions include the following:

Natural Resources and Commerce Division:

During FY 1989 this Division provided information in a number of program areas to the cognizant committees. The form which this information took depended on the needs of the committees in different areas:

Accomplishments of the Program Divisions in FY 1989 cont

* Agriculture: published studies on the relation between U.S assistance to agriculture in the third world and U.S. farm exports and on the outlook for farm commodity program spending; issued a paper on the budgetary effects of proposals to liberalize agricultural trade being made in the GATT negotiations; and provided information on controlling the use of chemicals in agriculture.

* Commerce: issued a paper providing an economic assessment of auctioning existing import quotas; reported to committees on policy options to support strategic emerging industries.

* Energy and Environment: published studies on the role of technology and conservation in controlling acid rain; testified on the use of effluent charges to control coastal pollution and provided extensive informal assistance to committees on this and other environmental charge proposals; and briefed committees on preliminary results of studies that will be published early in FY 1990 dealing with the role of carbon charges and other Federal programs in mitigating global warming and with hazardous waste management at Federal facilities.

* Public investment: published a study and testified on the airport and airways trust funds; wrote papers on financing infrastructure investment and on the contribution of infrastructure investment to economic growth.

* Savings and loan crisis: issued a paper discussing the origins, potential size and solutions for the savings and loan problem and wrote testimony on the financial difficulties of the savings and loan industry and supported Budget Analysis Division work in this area.

* Science and Technology: issued a paper and wrote testimony on the scope of the high-definition television market and its implications for the competitiveness of the U.S. electronics industry; published a study of the risks and benefits of building a superconducting supercollider; and wrote a paper on the overall science budget.

* Space: issued a paper and provided considerable informal assistance in the analysis of NASA commercialization initiatives.

Accomplishments of the Program Divisions in FY 1989 cont

Human Resources and Community Development Division:

Major accomplishments in this division in FY 1989 included:

* published studies on the economic status of the elderly, subsidies provided to the elderly in the Medicare program, an analysis of the Medicare Catastrophic Coverage Act of 1988, adjustments to Medicare's hospital payment methodology, current housing problems of low-income households, eligibility and participation of low-income families in the Food Stamp program, and trends in college tuition and student financial aid since 1970.

* Preparation of testimonies on the Social Security retirement test, the oldest and poorest Social Security beneficiaries, and trends in the level and distribution of income and tax liabilities.

* Extensive informal assistance to Congressional committee staff and to the Budget Analysis Division of CBO in the following areas: changing medicare coverage for catastrophic illnesses; modifying medicare's payment systems for hospitals and physicians; financing health care for the uninsured; modifying federal housing assistance programs; altering the unemployment insurance system; expanding opportunities for national service; raising premiums for the Pension Benefit Guaranty Corporation; and modifying the Pell Grant program.

National Security Division:

In FY 1989, the National Security Division provided information on defense budget issues to various Congressional committees and their subcommittees. Some of this work involved informal assistance. For example, the division estimated the effects of changes in legislation governing military survivor benefits, divided the defense budget into mission categories, and assisted in analyzing defense burdensharing issues. During the year the division also completed work on 13 formal projects including 4 published reports and 4 formal testimonies. Among these formal products were analyses of:

* The budgetary effects of the President's proposed limits on conventional weapons;

Accomplishments of the Program Divisions in FY 1989 cont

* Costs and effects of reducing the overall defense budget;

* Alternative missions for the Strategic Defense Initiative (SDI);

* The social representativeness of the U.S. military; and

* Analysis of the costs and savings associated with past closures and realignments of military bases.

General Government:

In FY 1989 the General Government unit prepared or contributed to reports for various committees on costs of managing the federal work force or modifying the compensation it receives. The unit participated in a comprehensive review by the Congressional Research Service of the Federal Employees Health Benefits Program. Analyses of premium costs and financing resulted in a major contribution to the study team's final report. In addition, a staff working paper on experience under the President's productivity improvement program was completed along with informal briefings on the budget treatment, efficiency, and financing of the U.S. Postal Service as well as on ways to curtail indirect postal subsidies from the funding of federal retirement benefits.

CHANGES IN PLANS FOR FY 1989 AND FY 1990 IN THE PROGRAM DIVISIONS

In FY 1989, ADP timesharing costs were $207,000 below the plan caused primarily by a temporary workload decrease due to staff vacancies in the Human Resources Division.

For FY 1990, ADP timesharing has again been reduced by $281,000 because funds are not available to fill the positions that would generate the workload increase. In addition, funds requested for systems, data, and model development were cut by $129,000, postponing the enhancement and update of large models.

PRIORITIES FOR THE PROGRAM DIVISIONS DURING FY 1991

Priorities for the Program divisions for FY 1991 include:

Natural Resources and Commerce Division:

In FY 1991 the division anticipates providing important

PRIORITIES FOR THE PROGRAM DIVISIONS DURING FY 1991 cont

analytic services to the Congress in the several areas. The most important of these are likely to concern international trade and competitiveness; potential risks to the budget arising from the problems of the savings and loan industry and other financial institutions; the role of user-fees in financing and increasing the efficiency of infrastructure investment; the effects of changes in farm policy on budget costs, food supply and farm incomes; and the design of programs to deal with environmental concerns such as global warming. Other studies are also likely to be initiated to deal with significant program issues confronting Congress that cannot be predicted this far in advance.

The division will continue to support the other divisions of CBO by providing models of federal enterprises and monitoring the status of trust funds, preparing cost estimates, forecasting oil and agricultural commodity prices, tracking savings and loan resolution costs, and developing bases for revenue estimates, in particular from energy and environmental charges.

Human Resources and Community Development Division:

During FY 1991, the division will continue to provide several types of analytic support to Congressional committees on issues of immediate legislative concern. Areas in which the division expects to be active include: modifications in medicare's prospective payment system for hospitals; ways to ensure access to health care in rural areas; options for providing health care for the uninsured; alternatives for financing long-term care; changes in federal housing programs; issues related to reauthorizing the Higher Education Act; and modifications in the Pell Grant program.

National Security Division:

The division expects no change in its basic priority: supplying high-quality, timely information on defense budget issues at the request of Congressional committees of jurisdiction. It is likely that much of this information will consist of analyses of budget alternatives that accommodate likely reductions in the threats to U.S. security. These could include assessments of the effects of arms control treaties, costs and effects of reductions in U.S. military forces, savings associated with alternative approaches to slowing military modernization, and personnel and compensation changes needed to accommodate reductions in the size of the active-duty military.

PRIORITIES FOR THE PROGRAM DIVISIONS DURING FY 1991 cont

General Government:

Through FY 1991, the General Government Unit will continue to work on issues concerning the structure of the federal work force, the capital investment and borrowing requirements of the U.S. Postal Service, and possible reforms of the federal pay system. Comparisons of federal and private-sector pay will focus on differences concerning estimating methodology, occupational coverage, and local labor markets. Staff support will continue to provide follow-up responses to budget reduction efforts.

PRODUCTS OF THE PROGRAM DIVISIONS

See section on "Accomplishments of the Program Divisions in FY 1989".

Staffing of the Program Divisions

The FY 1991 request contains no provision for a change in staffing of the Program Divisions.

Classification	Number of Employees FY1989	FY1990E	FY1991E	Dollars (000's) FY1989	FY1990E	FY1991E
Staff Ceiling (full-time permanent positions)	72	72	72	----	----	----
11.1 Full-Time Permanent	65	72	72	3,464	3,809	4,229
11.3 Other Than Full-Time Permanent	9	12	16	43	56	87
Semester interns	2	2	5	19	20	50
Summer interns	7	10	11	24	36	37
Panel of Economic Advisors	0	0	0	0	0	0
Consultants	0	0	0	0	0	0
25.0 Other Services (Contracts for on-site personal services)*	1	0	0	51	0	0

* Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency workspace) for six months or more during a twelve month period.

Schedule A1

Congressional Budget Office
Central Support (a)
Summary
By Object Class

CATEGORIES	FY 89 ACTUAL DOLLARS ($000)	FY 90 ESTIMATE DOLLARS ($000)	FY 91 ESTIMATE DOLLARS ($000)	NET CHANGE 90/91 DOLLARS ($000)
Breakdown by Object Class:				
11 Personnel Compensation	1,178	1,232	1,354	121
12 Personnel Benefits	265	288	320	32
13 Benefits to Former Personnel		5	5	0
21 Travel	6	9	4	(5)
22 Transportation of Things	0	0	0	0
23 Rent, Communication and Utilities	345	475	529	54
24 Printing and Reproduction	291	425	590	165
25 Other Services	561	663	616	(47)
26 Supplies and Materials	240	213	257	44
31 Equipment	211	185	175	(10)
32 Land and Structures	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0
Total	3,116	3,495	3,850	355

(a) Includes the Office of Intergovernmental Relations and Support

Schedule B1

Congressional Budget Office
Control Support (a)
Analysis of Change To Budget Base
By Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS	PRICE LEVEL CHANGES	PROGRAM TYPE CHANGES			TOTAL CHANGES
			LEGISLATION	WORKLOAD	EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.	
	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)	DOLLARS ($000)
Breakdown By Object Class:						
11 Personnel Compensation	121	0	0	0	0	121
12 Personnel Benefits	32	0	0	0	0	32
13 Benefits to Former Personnel	0	0	0	0	0	0
21 Travel	0	1	0	(6)	0	(5)
22 Transportation of Things	0	0	0	0	0	0
23 Rent, Communications and Utilities	0	27	0	54	(27)	54
24 Printing and Reproduction	0	38	0	127	0	165
25 Other Services	0	36	0	(88)	5	(47)
26 Supplies and Materials	0	10	0	34	0	44
31 Equipment	0	4	0	0	(14)	(10)
32 Land and Structures	0	0	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0	0	0
Total	154	116	0	121	(35)	355

Schedule C1 Congressional Budget Office
Central Support (a)
Detailed Analysis of Change by Organization

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1990	26	3,613
Minus: Reduction pursuant to P.L. 99-177		(34)
Reduction pursuant to P.L. 101-164		(84)
Budget Base, 1990	26	3,495
	1991 Request	
I. Adjustments to Base	Staff	Amount ($000)
A. Mandatory Changes		154
1. Full staff funding		(0)
2. Merit increases and related benefits		48
3. Annualization of pay raise		15
4. Executive staff pay increase per H.R. 3660		73
5. Employee benefits cost increases		18
B. Price Level Changes		116
1. Travel price increase of 10%		1
2. Postage increase of 20%		25
3. Printing price increase of 7%		38
4. Comm. ADP timesharing price increase of 3%		6
5. Microcomputer price increase of 4%		5
6. Misc. services price increase of 6%		14
7. Administrative contract increase of 10%		11
8. Supplies price increase of 5%		9
9. Miscellaneous price increases		7
C. Program Type Changes		
1. Legislation		0
2. Workload		121
a. ADP system redesign & maintenance		19
b. ADP systems and data development		0
c. Replacement and upgrade of ADP software		30
d. Reduction in payroll system costs		(120)
e. Increase in published reports		181
f. Miscellaneous program changes		11
3. Equipment, Alterations, Maint., Repairs etc.		(35)
a. Discontinued lease of mid-range comp		(27)
b. Miscellaneous equipment increases		(8)
II. Net Increase/Decrease Requested	0	355
III. Total Appropriation Request, 1991	26	3,850

(a) Includes the Office of Intergovernmental Relations and Support

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR CENTRAL SUPPORT		
A. MANDATORY CHANGES	**Staff**	**Amount ($000)**
1. Full staff funding Restores funding for a full staff level of 226 permanent employees, 10 semester interns, and 25 summer interns.		(0)
2. Merit increases and related benefits Merit pay increases are budgeted at 3.6% of base salaries.		48
3. Annualization of COL pay raise The last quarter of the 1/1/90 3.6% COL increase.		15
4. Executive staff pay increase pursuant to H.R. 3660 Estimated impact of H.R. 3660, The Ethics Reform Act, on executive staff salaries and benefits.		73
5. Employee benefits cost increases Includes increases in agency costs for employee health ins., medicare and retirement benefits.		18
B. PRICE LEVEL CHANGES	**Staff**	**Amount ($000)**
1. Travel price increase of 10% The price increase of 10% is based on projected increases in per diem and transportation costs.		1
2. Postage increase of 20% The Postal Service has projected a 20% increase in postal rates on 1/1/91.		25
3. Printing price increase of 7% Printing costs are expected to increase by 7% according to GPO which prints all CBO publications.		38
4. Commercial ADP timesharing price increase of 3% Commercial ADP timesharing prices are expected to increase by 3% based on information provided by major vendors.		6
5. Microcomputer price increase of 4% This price increase is based primarily on projected increases for software licenses.		5
6. Misc. services increase of 6% This price increase is slightly higher than inflation based on information provided by major vendors.		14
7. Administrative contract increase of 10% The price increase of 10% for administrative services provided by the Library of Congress reflects historical trends.		11

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR CENTRAL SUPPORT		
B. PRICE LEVEL CHANGES CONTINUED	Staff	Amount ($000)
8. Supplies price increase of 5% This price increase is based primarily on CBO's economic forecast as of August, 1989.		9
9. Miscellaneous price increases Includes price increases for telecommunications and training.		7
C. PROGRAM TYPE CHANGES	Staff	Amount ($000)
1. Legislation		0
2. Workload	Staff	Amount ($000)
2a. ADP system redesign and maintenance These funds will support needed changes and updates to critical mainframe applications.		19
2b. ADP systems and data development These funds will be used primarily to purchase and modify data needed to update existing models and data bases.		0
2c. Replacement and upgrade of ADP software Major upgrades in essential mainframe software are expected .		30
2d. Reduction in payroll system costs Interagency costs for the NFC payroll system will drop when the conversion is completed.		(120)
2e. Increase in published reports Published reports are expected to increase by 10, resulting in higher printing and mailing costs.		181
2f. Miscellaneous program changes Miscellaneous increases for travel, training, and suppplies.		11
3. Equipment, Alterations, Maintenance, Repairs etc.	Staff	Amount ($000)
3a. Discontinued lease of mid-range computer During FY 1991, the 3-year lease for the IBM 9370 will end and CBO will own the computer.		(27)
3b. Miscellaneous equipment increases Small increases in hardware replacement and maintenance are expected in FY 1991.		(8)

ROLE OF CENTRAL SUPPORT

The CBO support function is centered in the Office of Intergovernmental Relations (OIGR). This office handles communications with the Congress, state and local governments, nongovernmental organizations, the news media and the public. OIGR is also responsible for all aspects of publication and distribution of CBO's reports and studies.

In addition, OIGR provides all other administrative support services for CBO, including personnel, financial management, ADP, contracting and procurement, library services, facilities management, and coordination with other Congressional support agencies.

Staffing of Central Support

The FY 1991 request contains no provision for a change in staffing of the Division.

Classification	Number of Employees FY1989	FY1990E	FY1991E	Dollars (000's) FY1989	FY1990E	FY1991E
Staff Ceiling (full-time permanent positions)	26	26	26	----	----	----
11.1 Full-Time Permanent	27	26	26	1,178	1,229	1,351
11.3 Other Than Full-Time Permanent	0	1	1	0	3	3
Semester interns	0	0	0	0	0	0
Summer interns	0	1	1	0	3	3
Panel of Economic Advisors	0	0	0	0	0	0
Consultants	0	0	0	0	0	0
25.0 Other Services (Contracts for on-site personal services)*	1	1	1	23	23	27

* Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency workspace) for six months or more during a twelve month period.

Congressional Budget Office
Ten Year Quantitative Data
(not adjusted for inflation)

ITEM	1982	1983	1984	1985	1986	1987	1988	1989	1990E	1991E
11.1 FULL-TIME PERM. POSITIONS	7031	7589	8008	8592	8905	9424	9800	10614	11670	12983
11.3 OTHER THAN FULL-TIME PERM.	140	127	146	159	137	110	101	93	115	198
11.5 OTHER PERSONNEL COMP.	0	0	0	0	0	0	0	0	0	0
TOTAL PERSONNEL COMP.	7171	7716	8154	8751	9042	9534	9901	10707	11785	13181
12.1 PERSONNEL BENEFITS	398	516	816	1004	1016	1546	2173	2503	2826	3239
13.0 BENEFITS FOR FORMER PERS.	22	33	38	5	5	49	1	0	5	5
21.0 TRAVEL AND TRAN. OF PERSONS	51	55	62	59	52	60	61	61	78	85
22.0 TRANS. OF THINGS	0	0	0	0	0	0	0	0	0	0
23.0 COMMUN., UTILITIES & RENT	658	681	731	493	363	334	365	365	475	529
24.0 PRINTING AND REPRODUCTION	243	309	355	314	341	287	527	291	425	590
25.0 OTHER SERVICES	4373	4491	5052	4516	4049	4075	3391	2853	2896	3297
26.0 SUPPLIES AND MATERIALS	176	151	215	346	226	260	354	294	269	309
31.0 EQUIPMENT	109	392	629	920	421	506	553	488	470	487
32.0 LAND & STRUCTURES	0	0	0	0	0	0	0	0	0	0
41.0 GRANTS, SUBSIDIES & CONTRIB.	0	0	0	0	0	0	0	0	0	0
42.0 INSURANCE CLAIMS & INDEM.	0	0	0	0	0	0	0	0	0	0
TOTAL OBLIGATIONS	13199	14344	16052	16408	15515	16651	17325	17562	19229	21723
NUMBER OF PRODUCTS	938	1422	1483	1189	1379	1253	1568	1556	1673	1786
NUMBER FULL-TIME PERM. POSITIONS	209	211	210	211	212	215	211	213	226	226
OPERATING FULL-TIME PERMANENTS	183	184	182	186	185	190	181	183	194	194
SUPPORT FULL-TIME PERMANENTS	26	27	28	27	27	25	30	30	32	32
PRODUCTS PER FULL-TIME PERMANENTS	4	7	7	6	7	6	7	7	7	8

CONGRESSIONAL BUDGET OFFICE
OBJECT CLASS SUMMARY AND EXPLANATION
FISCAL YEAR 1991

11.1 Full-time Permanent Positions ($12,983,000) -

Regular salaries and wages paid or to be paid to civilian full-time permanent employees and other payments that are part of the employees basic rate of pay.

These funds will be used to fund 226 full-time positions. The increase of $1,313,000 includes $334,000 to restore funding to a full-staff level, $342,000 for merit pay increases, $105,000 for the annualization of the 1/1/90 COL increase, and $532,000 for salary increases for executive staff pursuant to H.R. 3660.

11.3 Other Than Full-time Permanent ($198,000) -

This category covers positions not designated as full-time permanent and includes part-time, intermittent, and temporary employment.

CBO uses this type of employee for its Panel of Economic Advisors ($8,000), semester and summer intern programs ($188,000), and miscellaneous intermittent consultants ($2,000).

12.1 Personnel Benefits ($3,239,000) -

These funds will be used to cover CBO's share of the costs of employee health and life insurance, retirement, Federal Insurance Contribution Act taxes, and accident compensation (e.g. worker's compensation).

13.0 Benefits for Former Personnel ($5,000) -

These funds will be used for unemployment compensation.

21.0 Travel and Transportation of Persons ($85,000) -

These funds will be used to cover the travel costs for full-time staff, the CBO Panel of Economic Advisors, and other intermittent consultants.

23.2 Communications, Utilities and Miscellaneous Charges ($529,000) -

This category covers the cost of postal and courier service ($337,000), telephone service ($103,000) and equipment leasing ($89,000).

OBJECT CLASS SUMMARY CONT.

24.0 Printing and Reproduction ($590,000) -

These funds will cover the cost of GPO printing and graphic work for CBO reports, studies, and miscellaneous forms.

25.0 Other Services ($3,297,000) -

This category includes charges for contractual services not otherwise classifed. These funds will pay for commercial ADP timesharing services ($505,000), interagency ADP timesharing ($1,981,000), other interagency agreements ($127,000), systems, data and model development contracts ($389,000), miscellaneous services ($245,000), and training ($50,000).

The increase over FY 1990 estimates includes: commercial ADP ($30,000), interagency ADP ($129,000), interagency agreements (-$74,000), systems, data and model development ($289,000), miscellaneous services ($18,000), and training ($10,000).

26.0 Supplies and Materials ($309,000) -

Funds in this category will pay for office supplies ($94,000), subscriptions ($95,000), and ADP software ($120,000).

31.0 Equipment ($487,000) -

This category includes charges for property having a period of service of more than a year. These funds are for books and microfilm for the permanent collection of the CBO library ($37,000), typewriters, reproduction equipment, and calculators ($20,000), and personal computers and peripheral equipment and software costing over $25,000 ($430,000).

CONGRESSIONAL BUDGET OFFICE

Program and Financing (in thousands of dollars)

Identification code 08-0100-0-1-801		1989 actual	1990 est.	1991 est.
	Program by activities:			
10.00	Total obligations	17,562	19,229	21,723
	Financing:			
25.00	Unobligated balance lapsing	799		
39.00	Budget authority	18,361	19,229	21,723
	Budget authority:			
40.00	Appropriation	18,361	19,580	21,723
40.00	Reduction pursuant to P.L. 101-164		−84	
40.00	Reduction pursuant to P.L. 99-177		−267	
43.00	Appropriation (adjusted)	18,361	19,229	21,723
	Relation of obligations to outlays:			
71.00	Obligations incurred, net	17,562	19,229	21,723
72.40	Obligated balance, start of year	2,059	1,901	2,111
74.40	Obligated balance, end of year	−1,901	−2,111	−2,382
77.00	Adjustments in expired accounts	−102		
90.00	Outlays	17,617	19,019	21,453

Object Classification (in thousands of dollars)

Identification code 08-0100-0-1-801		1989 actual	1990 est.	1991 est.
	Personnel compensation:			
11.1	Full-time permanent	10,614	11,670	12,983
11.3	Other than full-time permanent	93	115	198
11.9	Total personnel compensation	10,707	11,785	13,181
12.1	Civilian personnel benefits	2,503	2,826	3,239
13.0	Benefits for former personnel		5	5
21.0	Travel and transportation of persons	61	78	85
23.3	Communications, utilities, and miscellaneous charges	365	475	529
24.0	Printing and reproduction	291	425	590
25.0	Other services	2,853	2,896	3,297
26.0	Supplies and materials	294	269	309
31.0	Equipment	488	470	487
99.9	Total obligations	17,562	19,229	21,723

Personnel Summary

Total number of full-time permanent positions	226	226	226
Total compensable workyears: Full-time equivalent employment	238	238	238

ARCHITECT OF THE CAPITOL

JUSTIFICATIONS OF APPROPRIATIONS ESTIMATES

FISCAL YEAR 1991

ARCHITECT OF THE CAPITOL

LEGISLATIVE - ARCHITECT OF THE CAPITOL

JUSTIFICATIONS OF ESTIMATES OF APPROPRIATIONS, FISCAL YEAR 1991

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LEGISLATIVE - ARCHITECT OF THE CAPITOL
SUMMARY OF CHANGES
(In thousands of dollars)

Activity	1990 Revised Total Appropriation	1990 Non-recurring Deductions	1991 Base	1991 Increases: Mandatory Items	1991 Increases: New Positions	1991 Increases: Annual Recurring Maintenance	1991 Increases: Cyclical Maintenance	1991 Increases: Continuing and Initiating Other Programs	1991 Increases: Total Increase	1991 Request
Salaries, Office of the Architect of the Capitol..	6,736.0	.....	6,736.0	572.0	650.0	.....	.....	.....	1,222.0	7,958.0
Contingent Expenses.....	100.0	.....	100.0	.....	.....	.....	.....	.....	.....	100.0
Capitol Buildings.....	15,848.0	1,265.0	14,583.0	998.0	.....	811.0	856.0	18,480.0	21,145.0	35,728.0
Capitol Grounds.....	4,257.0	704.0	3,553.0	245.0	.....	20.0	1,196.0	.....	1,461.0	5,014.0
Senate Office Buildings.....	34,817.0	6,323.0	28,494.0	2,018.0	388.0	372.0	1,400.0	18,648.0	22,826.0	51,320.0
House Office Buildings.....	27,755.0	1,576.0	26,179.0	1,638.0	.....	311.0	2,452.0	21,530.0	25,931.0	52,110.0
Capitol Power Plant.....	25,334.0 [1]	1,052.0	24,282.0 [1]	190.0	.....	3,152.0	3,685.0	1,368.0	8,395.0	32,677.0 [2]
Library Buildings and Grounds, Structural and Mechanical Care.....	7,136.0	.....	7,136.0	482.0	.....	90.0	3,650.0	1,250.0	5,472.0	12,608.0
Botanic Garden.....	2,590.0	92.0	2,498.0	155.0	73.0	14.0	302.0	4,327.0	4,871.0	7,369.0
Total, Architect of the Capitol.....	124,573.0	11,012.0	113,561.0	6,296.0	1,111.0	4,770.0	13,541.0	65,603.0	91,323.0	204,884.0

1 Excludes $2,296,000 of estimated reimbursements for furnishing of steam and chilled water.
2 Excludes $2,400,000 of estimated reimbursements for furnishing of steam and chilled water.

LEGISLATIVE - ARCHITECT OF THE CAPITOL
(Excluding Senate Items)
SUMMARY OF CHANGES
(in thousands of dollars)

Activity	1990 Revised Total Appropriation	1990 Non-recurring Deductions	1991 Base	1991 Increases: Mandatory Items	New Positions	Annual Recurring Maintenance	Cyclical Maintenance	Continuing and Initiating Other Programs	Total Increase	1991 Request
Salaries, Office of the Architect of the Capitol..	6,736.0	.....	6,736.0	572.0	650.0	.....	.....	.....	1,222.0	7,958.0
Contingent Expenses.....	100.0	.....	100.0	.....	.....	.....	.....	.....	.....	100.0
Capitol Buildings.....	15,848.0	1,265.0	14,583.0	998.0	.....	811.0	856.0	18,480.0	21,145.0	35,728.0
Capitol Grounds.....	4,257.0	704.0	3,553.0	245.0	.....	20.0	1,196.0	.....	1,461.0	5,014.0
House Office Buildings.....	27,755.0	1,576.0	26,179.0	1,638.0	.....	311.0	2,452.0	21,530.0	25,931.0	52,110.0
Capitol Power Plant.....	25,334.0 [1]	1,052.0	24,282.0 [1]	190.0	.....	3,152.0	3,685.0	1,368.0	8,395.0	32,677.0 [2]
Library Buildings and Grounds, Structural and Mechanical Care.....	7,136.0	.....	7,136.0	482.0	.....	90.0	3,650.0	1,250.0	5,472.0	12,608.0
Botanic Garden.....	2,590.0	92.0	2,498.0	155.0	73.0	14.0	302.0	4,327.0	4,871.0	7,369.0
Total, Architect of the Capitol.....	89,756.0	4,689.0	85,067.0	4,280.0	723.0	4,398.0	12,141.0	46,955.0	68,497.0	153,564.0

1 Excludes $2,296,000 of estimated reimbursements for furnishing of steam and chilled water.
2 Excludes $2,400,000 of estimated reimbursements for furnishing of steam and chilled water.

General Statement
Summary - B

LEGISLATIVE - ARCHITECT OF THE CAPITOL
SUMMARY OF POSITIONS

Architect of the Capitol	1989 Actual	1990 Actual	1991 New Positions Requested	1991 Request
Salaries, Office of the Architect of the Capitol	146	148	16	164
Capitol Buildings	204	211	...	211
Capitol Grounds	84	84	...	84
Senate Office Buildings	585	585	14	599
House Office Buildings	769	769	...	769
Capitol Power Plant	104	104	...	104
Library Buildings and Grounds, Structural and Mechanical Care	139	139	...	139
Botanic Garden	57	57	2	59
Total, Architect of the Capitol and Botanic Garden	2,088	2,097	32	2,129

General Statement
Summary - B Modified

LEGISLATIVE - ARCHITECT OF THE CAPITOL
(Excluding Senate Items)
SUMMARY OF POSITIONS

Architect of the Capitol	1989 Actual	1990 Actual	1991 New Positions Requested	1991 Request
Title I:				
Salaries, Office of the Architect of the Capitol	146	148	16	164
Capitol Buildings	204	211	...	211
Capitol Grounds	84	84	...	84
House Office Buildings	769	769	...	769
Capitol Power Plant	104	104	...	104
Library Buildings and Grounds, Structural and Mechanical Care	139	139	...	139
Botanic Garden	57	57	2	59
Total, Architect of the Capitol and Botanic Garden	1,503	1,512	18	1,530

GENERAL STATEMENT

APPROPRIATIONS AND ESTIMATES UNDER THE ARCHITECT OF THE CAPITOL

For 1990, appropriations totaling $126,026,000 were provided under the Architect of the Capitol, including Botanic Garden, in the Legislative Branch Appropriation Act, 1990, Public Law 101-163, approved November 21, 1989, for items pertaining to the "Architect of the Capitol." This total was reduced by $912,000 for sequestrations pursuant to Public Law 99-177, and $541,000 pursuant to Public Law 101-164, for a revised total appropriation of $124,573,000.

For 1991, appropriations totaling $204,884,000 are requested for all items under the Architect of the Capitol, -- joint items, House items, and Senate items -- a net increase of $80,311,000 above the grand total of $124,573,000 for 1990, as revised. The net increase of $80,311,000 results from decreases totaling $11,012,000 offset by increases totaling $91,323,000.

If the item "Senate Office Buildings," totaling $34,817,000, is excluded from the 1990 grand total of $124,573,000, then the grand total, for joint items and House items, for 1990 amounts to $89,756,000, of which $27,755,000 is for "House Office Buildings." Likewise, if the item "Senate Office Buildings" totaling $51,320,000, is excluded from the 1991 grand total of $204,884,000, then the grand total, for joint items and House items for 1991, amounts to $153,564,000, of which $52,110,000 is for "House Office Buildings" -- or a net increase of $63,808,000, for joint items and House items, above the 1990 total of $89,756,000 for such items.

The items comprising the gross decrease of $11,012,000 and the gross increase of $91,323,000 are detailed on separate pages preceding each appropriation account.

As indicated in the overall "Summary of Changes" statement, the gross increase of $91,323,000 is comprised of $6,298,000 for mandatory items, $1,111,000 for new positions, $4,770,000 for annual recurring maintenance items, $13,541,000 for cyclical maintenance and $65,603,000 for continuing and initiating other programs.

MANDATORY ITEMS

Each year, increases are requested for "Mandatory" items. These are costs related to personnel compensation and benefits that are established, regulated or modified by law. A summary of these items and their statutory authority is provided below for reference purposes. The justifications for each appropriation will summarize these increases under the heading "Mandatory Items."

Personnel Compensation

Wage-Board within-grade increases, authorized by 5 U.S.C. 5102(c) (7), 5102 (d), 5341-5349.
Within-grade salary advancements and other changes for "GS" employees, authorized by 5 U.S.C. 5331-5336.
Overtime and Holiday pay authorized by 5 U.S.C. 5544.
Night Differential pay authorized by 5 U.S.C. 5343, 5545.
Sunday Premium pay authorized by 5 U.S.C. 5544-5546.

Personnel Benefits

Payment to Employees' Health Benefits Fund, authorized by 5 U.S.C. 8906.
Contribution to Retirement Fund, authorized by 5 U.S.C. 8334.
Payment to Employees' Compensation Fund, authorized by 5 U.S.C. 8147.
Payment to Employees' Life Insurance Fund, authorized by 5 U.S.C. 8708.
Payment to Medicare Fund, authorized by Public Law 97-248.
Payment to Unemployment Trust Fund, authorized by Public Law 96-499.
Contribution to New Federal Employees' Retirement System, and Thrift Savings Plan authorized by Public Law 99-335.

An additional item has been included under the category "Mandatory Items" for each activity. During preparation of the fiscal year 1991 budget, the Office of Management and Budget (OMB) has required that estimates for fiscal year 1991 pay increases reflect an anticipated cost-of-living raise in fiscal year 1991. Therefore, under Mandatory Items, there are increases which reflect estimates in accordance with the cost-of-living formulas provided by OMB. These formulas assume an annual increase of 3.5 percent for three quarters of the fiscal year and an absorption rate of 50 percent.

GENERAL PURPOSE OF APPROPRIATIONS REQUESTED

The annual appropriation items under the Architect of the Capitol are primarily for maintenance and improvement of buildings occupied by the Congress and for heat, light, power and air conditioning, and for general housekeeping services for the Congress. The Architect's responsibilities generally are confined to items deemed necessary to render proper service to the Congress and to maintain properly the buildings and equipment of the Legislative Establishment.

The Conference Report (H. Rept. 101-254) accompanying the Legislative Branch Appropriations Act, 1990, Public Law 101-163, approved November 21, 1989, includes the following language:

> "The conferees also agree with the language in the House report regarding the fiscal year 1991 budget presentation."

The House Report (H. Rept. 101-179) language that is referenced is as follows:

> "In fiscal year 1989, the Committee merged various appropriations that provide funds for the operation of the House of Representatives into a single appropriation. This consolidation provided a simplified accounting method and greater flexibility in funds management during periods of budgetary constraint. The Committee directs that the Architect of the Capitol develop a proposal, to be submitted as the fiscal year 1991 budget, to merge the various appropriations under the Architect into a single appropriation. In directing this consolidation, the Committee recognizes that it may be necessary to identify internal adjustments between appropriations. Therefore, the Architect is directed to be prepared to justify any such adjustments for the Committee's approval. The Committee directs that no adjustments shall be made that would diminish in any way funds or positions that provide maintenance or support directly to the House of Representatives."

The proposed appropriations language will consolidate the various appropriations into a single appropriation. The single appropriation language includes all current appropriations as "activities" with their associated funding and related language. The justifications have been prepared in accordance with past practice, that is, each of the existing appropriations is being detailed and justified separately as an "activity" under the single appropriation. This practice will provide the House of Representatives and Senate Committees on Appropriations with the maximum amount of flexibility in examining the justifications for the fiscal year 1991 budget request.

COMPENSATION OF EMPLOYEES UNDER ARCHITECT

To carry out his assigned duties in the Legislative Branch, the Architect has 2,097 authorized employees under his jurisdiction. Of these, 1,729 employees are compensated under the Wage-Board system, 246 employees are compensated under the General Schedule of the Classification Act, 107 employees are compensated at administrative rates and 15 employees are compensated at statutory rates. Of our annual maintenance appropriations, the cost of personnel compensation and benefits normally constitutes approximately 68 percent of the total.

WAGE-BOARD SYSTEM

The employees covered by this pay system for 1990 are those engaged in recognized trades and crafts and in skilled and unskilled manual labor occupations. Employees compensated under the Wage-Board system constitute approximately 82 percent of our total permanent staff.

Employees under the Architect engaged in such work have been compensated under the Wage-Board System since 1955. Their compensation is presently governed by sections 5341-5349 and 5344-5548 of title 5 of the United States Code, which require that "rates of pay of prevailing rate employees shall be fixed and adjusted from time to time as nearly as is consistent with the public interest in accordance with prevailing rates."

Each year, wage surveys of private industry throughout the Washington Metropolitan area are conducted by major government agencies, designated by the Office of Personnel Management. Based on such surveys, appropriate wage schedules and rates for prevailing rate employees are normally established. Heads of agencies are then required to apply the new wage schedules and rates to their prevailing rate employees.

Under the provisions of Public Law 92-392, new rates must be placed in effect not later than the first day of the first pay period which begins on or after the 45th day, excluding Saturdays and Sundays, following the date the wage survey is ordered to be made.

The present Wage-Board System, under which the Architect of the Capitol operates, is authorized and governed by Public Law 92-392. That Act vests the Architect of the Capitol with authority to utilize the Federal Wage System established by that law for Wage-Board employees, to such extent as the Architect deems feasible. In the interest of equity and sound administration the Architect of the Capitol has continued to follow, generally, the uniform Federal Wage System as established by Public Law 92-392.

A report on two current projects of major interest follows:

WEST CENTRAL FRONT OF THE CAPITOL

The amount of $49 million was appropriated in the Fiscal Year 1983 Supplemental for Restoration of the West Central Front. Initial work began with the removal of paint in September 1983 and the final restoration work was completed in September 1987, approximately one year ahead of schedule and $25 million under budget.

Approval was given in fiscal year 1986 to reprogram up to $45,000 for a preliminary survey to study structural defects on the Olmsted terraces. A report was prepared by Ammann & Whitney which included various options for repair of the structural defects, replacement of the waterproofing and pavers at the upper terraces, gaining space at the middle terrace level and other miscellaneous repairs. After review of the options by the Architect of the Capitol, a modified repair option, with an estimated cost of $9,820,000, was recommended to the Commission on the West Central Front. This modified option includes all necessary structural repairs, replacement of waterproofing and pavers, and the establishment of 4,800 square feet of utilitarian space under the middle terrace level. The Commission on the West Central Front approved the proposal. A reprogramming request subsequently was forwarded in October 1988 to the Committees on Appropriations to provide for the design and construction of these structural repairs. The Committees on Appropriations recommended approval of reprogramming not to exceed $1,000,000 to provide for the design of this work.

WEST CENTRAL FRONT OF THE CAPITOL
(continued)

In addition, at the request of the Majority Leader of the Senate, and with the concurrence and approval of the House Office Building Commission, in April 1989 a proposal was forwarded to the Commission to provide approximately 16,400 square feet of space within the courtyard areas on the West Central Front at an estimated cost of $7,000,000. This proposal was approved by the Commission. The Committees on Appropriations subsequently approved a reprogramming in an amount not to exceed $1,200,000 to provide for the design of that proposal.

At the present time, both design efforts are underway.

A detailed history of the West Central Front has been included in previous justifications. In addition, Senate Report 95-338 (pp. 67-68) and House Conference Report 95-506 (pp. 8-9) include pertinent information about the past history.

RENOVATION OF THE LIBRARY OF CONGRESS JEFFERSON AND ADAMS BUILDINGS

Funding in the amount of $81,000,000 for renovation and restoration of the Jefferson and Adams Library of Congress Buildings was appropriated in the Second Supplemental Appropriations Act, 1984, (P.L. 98-396). This program will provide modernized space and facilities for staff and visiting scholars, researchers and congressional staff. In addition to modernized space, mechanical, electrical, and fire and life safety improvements will be accomplished throughout both buildings. Preservation of the Jefferson Building's magnificent architectural features is also included in this program. The Adams Building will receive restoration attention, but to a lesser degree.

RENOVATION OF THE LIBRARY OF CONGRESS JEFFERSON AND ADAMS BUILDINGS
(continued)

In addition to the $81,000,000 appropriated in fiscal year 1984, funds in the amount of $5,250,000 have been appropriated for the restoration and renovation program. These funds are shown below:

Fiscal Year	Amount	Public Law	Purpose
1982	$4,000,000	P.L. 97-51, Continuing Appropriations, Fiscal Year 1982	Funds were appropriated for bookstack sprinklers, for A/E fees, and CMD services.
1984	$750,000	P.L. 98-51, Legislative Branch Appropriations, 1984	These funds were appropriated for repairs to the Jefferson Building West Terrace Steps and related work.
1984	$500,000	P.L. 98-396, 2nd Supplemental Appropriations Act, 1984	These funds were appropriated for the replacement of two elevators in the Jefferson Building.
Total.....	$5,250,000		

The installation of bookstack sprinklers in both buildings to provide fire protection in these critical areas was completed in May 1985. Corrections of defective sprinkler heads in both buildings began in September 1982 and were complete in November 1985. The by-pass blowdown which allows the piping system to be flushed of debris and accumulated water sediments and control wiring for the fire alarm system and minor follow-up work on the Adams Building water flow switches was completed. All work was completed within the budget.

RENOVATION OF THE LIBRARY OF CONGRESS JEFFERSON AND ADAMS BUILDINGS
(continued)

In response to an urgent need to repair the West Terrace Steps in front of the Jefferson Building, $750,000 was appropriated in fiscal year 1984. A consulting engineer was contracted to provide the drawings and specifications to perform this work. Repairs to the terrace and steps were completed during the summer of 1985. Repairs to the Neptune Fountain, using excess funds from the West Terrace Step repairs, are complete. This work was completed within the budget.

A contract for the replacement of two elevators in the Jefferson Building was issued in July of 1984. The current value of the contract is $506,502 and is complete.

When the $81,000,000 was appropriated for the project, certain provisions on the method of work and reporting requirements were made. The construction management staff, the associate architects, and a cost control and scheduling consulting firm developed the construction phases, "packaging" strategy and milestone schedule as required.

Because of the need to keep at least one-half of both the Jefferson and Adams Buildings open and operating during the restoration and renovation, the construction work has been divided into two phases. Each of these phases is in turn separated into two major activities, alterations for interim occupancy, and construction to restore and renovate the "cleared" space in each of the buildings.

The majority of the work in each phase will be performed under contract. Other work will be performed by in-house forces. For long-term in-house work, temporary workers will be hired and placed under the supervision of construction management personnel to perform the work, which is the same manner as a subcontractor would operate. Minor and short-term needs will be met by members of existing work forces.

A Milestone Schedule which was developed in November, 1984, incorporated four milestones that coincided with the end of the two interim occupancy phases and the two construction activity periods.

The Milestones and the current target dates are identified as follows:

RENOVATION OF THE LIBRARY OF CONGRESS JEFFERSON AND ADAMS BUILDINGS
(continued)

MILESTONE I - NOVEMBER 1986

This milestone occurred at the completion of the Phase I Interim Occupancy and also the alterations to the Fourth Floor of the Adams Building.

MILESTONE II - DECEMBER 1989

This milestone occurs at the completion of Phase I Construction. The majority of the work was substantially completed by December 1989. Punch list items remain, as well as A/C Modernization, Colonnades and Art Restoration, which will continue throughout the Phase II Interim Occupancy period without interruption.

MILESTONE III - OCTOBER 1990

This milestone occurs at the completion of Phase II Interim Occupancy.

MILESTONE IV - NOVEMBER 1992

This milestone occurs at the completion of the project.

Milestone I, the Phase I interim occupancy was initially delayed due to circumstances surrounding the installation of sprinkler heads which were funded in an earlier appropriation. This problem was resolved. The completion of Milestone I was further delayed and was completed in November, 1986. Other scheduled milestone dates were not affected by this minor delay. A complete Milestone I report was forwarded to the Committees on Appropriations.

Proposals were received on January 30, 1986, for Phase I Architectural, Mechanical, and Electrical work, which is the major portion of Milestone II. These proposals reflected changes and clarifications which were issued to potential offerors by Addenda Nos. 1 through 5. These addenda were issued to prequalified offerors between December 27, 1985 and January 23, 1986.

Best and Final Offers were received on February 21, 1986. A combined (Architectural, Mechanical, Plumbing and Fire Protection, and Electrical) contract was awarded to the Grunley-Walsh Construction Company on February 26, 1986. Notice to Proceed No. 1 was issued on March 21, 1986. The Contractor established a field office on site and proceeded with exterior site work in accordance with the approved layout. Notice to Proceed No. 2, which was issued in August 1986, authorized the contractor to proceed with actual Phase I construction activity which is now underway. This contract was substantially complete in December 1989.

RENOVATION OF THE LIBRARY OF CONGRESS JEFFERSON AND ADAMS BUILDING
(continued)

The remaining Phase I contracts are: Colonnades, A/C Modernization, Specialty Painting, Exterior Windows - Thomas Jefferson Building, Interior Storm Windows - John Adams Building, Rehabilitation and Replication of Light Fixtures and Art Restoration. The Colonnades and A/C Modernization contracts include the Phase II work.

The Colonnades contract documents were distributed to four prequalified contractors. Proposals were received and a contract was awarded to the Grunley-Walsh Construction Company on October 1, 1987, in the amount of $6,401,000. Notice to Proceed No. 2 was issued with an effective date of August 17, 1988. The Phase I work was deemed to be substantially complete as of July 20, 1989.

A contract for A/C Modernization was awarded to the W. G. Cornell Company, Inc., on September 15, 1987 in the amount of $6,190,000. Notice to Proceed No. 2 was issued allowing the Contractor to proceed with the onsite work. The Phase I work is substantially complete with balancing and punch list items remaining to be completed. The Contractor's working on replacing "option" units which serve the bookstacks.

Specialty Painting contract documents were distributed to twelve prequalified contractors. Proposals were received and a contract was awarded to a Joint Venture of Ben Strauss Industries/Evergreene Painting Studios on February 2, 1988, in the amount of $463,850. Notice to Proceed No. 2 was issued, allowing for the onsite work to commence. This contract was complete in December, 1989.

An exterior window redesign study was completed by the firm of Kemnitzer, Reid, and Haffler. The windows in the Jefferson Building will be restored and storm windows will be applied to the interior, as part of Phase I. A contract in the amount of $658,000 was awarded for this work on December 10, 1987, to the Huron Valley Glass Company. Notice to Proceed No. 2 was issued, and the Contractor has substantially completed the work.

Storm windows in the Adams Building have been purchased by a procurement contract, for installation by "in-house" forces. A contract was awarded to Wausau Metals Corporation on January 26, 1988, in the amount of $162,495. Delivery of the interior storm windows has been made and "in-house" forces are installing the windows.

RENOVATION OF THE LIBRARY OF CONGRESS JEFFERSON AND ADAMS BUILDING
(continued)

A contract for rehabilitation and replication of light fixtures was awarded to Heller Electric Co., Inc. on April 15, 1988, in the amount of $430,900. The work was substantially complete in May 1989.

Qualification questionnaires were sent to potential conservators for the Phase I Art Restoration work. After receipt and review by an in-house panel, a contract was awarded in an amount not to exceed $670,191 to Perry Huston and Associates, Inc. to perform the Phase I work. This work is scheduled for completion in June 1990.

All Milestone II work is within budget and considered to be approximately twenty-four months behind the original schedule.

Phase II interim occupancy work is underway and will continue throughout the period when the Library of Congress is moving from the Phase II portions of the buildings to the Phase I portions. The moves were scheduled to take nine months to complete. The Library of Congress has indicated that it may take up to twelve months to complete the moves, but every effort will be made by the Architect of the Capitol and the Library of Congress to have them complete by October, 1990.

The Library of Congress has requested that the Forecourt areas in front of the Office Colonnades be redesigned. This request was reviewed with the Appropriations Committees, who authorized proceeding with the design and construction change. The Committees stipulated that no additional monies would be appropriated, but noted that a transfer of Library of Congress monies to cover the redesign might be considered. The redesign is in process with that understanding. The drawings are scheduled to be completed in the near future.

Schedule A

ARCHITECT OF THE CAPITOL
SUMMARY
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	FY 89 ACTUAL * STAFF	FY 89 ACTUAL * DOLLARS ($000)	FY 90 ESTIMATE STAFF	FY 90 ESTIMATE DOLLARS ($000)	FY 91 ESTIMATE STAFF	FY 91 ESTIMATE DOLLARS ($000)	NET CHANGE 90/91 STAFF	NET CHANGE 90/91 DOLLARS ($000)
1. Breakdown by Activity:								
Salaries, Office of the Architect	146	6,139	148	6,736	164	7,958	16	1,222
Contingent Expenses		51		100		100		
Capitol Buildings	204	16,023	211	15,848	211	35,728		19,880
Capitol Grounds	84	3,284	84	4,257	84	5,014		757
Senate Office Buildings	585	24,734	585	34,817	599	51,320	14	16,503
House Office Buildings	769	29,052	769	27,755	769	52,110		24,355
Capitol Power Plant **	104	22,217	104	25,334	104	32,677		7,343
Library Buildings and Grounds, Structural and Mechanical Care	139	9,371	139	7,136	139	12,608		5,472
Botanic Garden	57	2,502	57	2,590	59	7,369	2	4,779
Total	2,088	113,373	2,097	124,573	2,129	204,884	32	80,311
2. Breakdown by Object Class:								
11 Personnel Compensation		54,999		58,794		64,761		5,967
12 Personnel Benefits		10,828		13,001		14,473		1,472
13 Benefits to Former Personnel		125		300		300		
21 Travel		14		1		1		
22 Transportation of Things								
23 Rent, Communications and Utilities		15,373		17,754		21,299		3,545
24 Printing and Reproduction		4						
25 Other Services		22,523		25,957		90,456		64,499
26 Supplies and Materials		5,864		5,931		6,110		179
31 Equipment		3,617		2,804		7,453		4,649
32 Land and Structures		22		31		31		
42 Insurance Claims and Indemnities		4						
Total		113,373		124,573		204,884		80,311

* Includes Obligations from Prior Year "No Year" Authority

** Excludes actual reimbursements of $1,950,000 in FY 1989 and estimated reimbursements of $2,296,000 in FY 1990 and $2,400,000 in FY 1991 for furnishing steam and chilled water

Schedule A

ARCHITECT OF THE CAPITOL
SUMMARY
BY ACTIVITY AND OBJECT CLASS
(Excluding Senate Items)

CATEGORIES	FY 89 ACTUAL * STAFF	FY 89 ACTUAL * DOLLARS ($000)	FY 90 ESTIMATE STAFF	FY 90 ESTIMATE DOLLARS ($000)	FY 91 ESTIMATE STAFF	FY 91 ESTIMATE DOLLARS ($000)	NET CHANGE 90/91 STAFF	NET CHANGE 90/91 DOLLARS ($000)
1. Breakdown by Activity:								
Salaries, Office of the Architect	146	6,139	148	6,736	164	7,958	16	1,222
Contingent Expenses		51		100		100		
Capitol Buildings	204	16,023	211	15,848	211	35,728		19.880
Capitol Grounds	84	3,284	84	4,257	84	5,014		757
House Office Buildings	769	29,052	769	27,755	769	52,110		24,355
Capitol Power Plant **	104	22,217	104	25,334	104	32,677		7,343
Library Buildings and Grounds, Structural and Mechanical Care	139	9,371	139	7,136	139	12,608		5,472
Botanic Garden	57	2,502	57	2,590	59	7,369	2	4,779
Total	1,503	88,639	1,512	89,756	1,530	153,564	18	63,808
2. Breakdown by Object Class:								
11 Personnel Compensation		40,064		43,448		47,450		4,002
12 Personnel Benefits		8,167		9,963		10,994		1,031
13 Benefits to Former Personnel		125		300		300		
21 Travel		12		1		1		
22 Transportation of Things								
23 Rent, Communications and Utilities		15,373		17,754		21,299		3,545
24 Printing and Reproduction		3						
25 Other Services		18,824		12,602		67,378		54,776
26 Supplies and Materials		4,717		4,796		4,940		144
31 Equipment		1,329		861		1,171		310
32 Land and Structures		22		31		31		0
42 Insurance Claims and Indemnities		3						
Total		88,639		89,756		153,564		63,808

* Includes Obligations from Prior Year "No Year" Authority

** Excludes actual reimbursements of $1,930,000 in FY 1989 and estimated reimbursements of $2,296,000 in FY 1990 and $2,400,000 in FY 1991 for furnishing steam and chilled water

1.13

Schedule B

ARCHITECT OF THE CAPITOL
SUMMARY
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

	PROGRAM TYPE CHANGES														TOTAL CHANGES	
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.							
CATEGORIES	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Activity:																
Salaries, Office of the Architect		572					16	650							16	1,222
Contingent Expenses																
Capitol Buildings		998		338				448		19,361						21,145
Capitol Grounds		245		15				5		1,196						1,461
Senate Office Buildings		2,018		72			14	1,688		19,048					14	22,826
House Office Buildings		1,638		47				539		23,707						25,931
Capitol Power Plant *		190				3,147		5		5,053						8,395
Library Buildings and Grounds, Structural and Mechanical Care		482		60				30		4,900						5,472
Botanic Garden		155		4			2	83		4,629					2	4,871
Total		6,298		536		3,147	32	3,448		77,894					32	91,323
2. Breakdown by Object Class:																
11 Personnel Compensation		5,121					32	814							32	5,935
12 Personnel Benefits		1,177						297								1,474
13 Benefits to Former Personnel																
21 Travel																
22 Transportation of Things																
23 Rent, Communications and Utilities				224		3,147		219								3,590
24 Printing and Reproduction								229								229
25 Other Services				169				1,770		72,987						74,926
26 Supplies and Materials				142				41								183
31 Equipment				1				78		4,907						4,986
32 Land and Structures																
42 Insurance Claims and Indemnities																
Total		6,298		536		3,147	32	3,448		77,894					32	91,323

* Changes adjusted to include increase in estimated reimbursements of $104,000

1.14

Schedule B

ARCHITECT OF THE CAPITOL
SUMMARY
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS
(Excludes Senate Items)

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		PROGRAM TYPE CHANGES: WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGES	
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Activity:												
Salaries, Office of the Architect		572					16	650			16	1,222
Contingent Expenses												
Capitol Buildings		998		338				448		19,361		21,145
Capitol Grounds		245		15				5		1,196		1,461
House Office Buildings		1,638		47				539		23,707		25,931
Capitol Power Plant *		190				3,147		5		5,053		8,395
Library Buildings and Grounds, Structural and Mechanical Care		482		60				30		4,900		5,472
Botanic Garden		155		4			2	83		4,629	2	4,871
Total		4,280		464		3,147	18	1,760		58,846	18	68,497
2. Breakdown by Object Class:												
11 Personnel Compensation		3,439					18	531			18	3,970
12 Personnel Benefits		841						192				1,033
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities				224		3,147		219				3,590
24 Printing and Reproduction								229				229
25 Other Services				132				545		58,337		59,014
26 Supplies and Materials				107				41				148
31 Equipment				1				3		509		513
42 Insurance Claims and Indemnities												
Total		4,280		464		3,147	18	1,760		58,846	18	68,497

* Changes adjusted to include increase in estimated reimbursements of $104,000

1.15

Estimate 1991
Summary
Salaries, Architect of the Capitol

Salaries, Office of the Architect
Summary

	Positions	Amount
1990 Appropriation in annual act	148	$ 6,860,000
Sequestration pursuant to P.L. 99-177	...	(-) 95,000
Reduction pursuant to P.L. 101-164	...	(-) 29,000
Total Appropriation 1990 Revised	148	6,736,000

	Positions	Amount
1990 Nonrecurring Deductions		
None		
Total 1990 Nonrecurring Deductions	...	.....
Total 1991 Base	148	$ 6,736,000
Increases		
Mandatory Items		
Within-grade Promotions, Wage Board Employees	...	$ 18,000
Within-grade Salary Advancements and Other Changes, GS Employees	...	156,000
Overtime	...	15,000
Wage Rate Increases, Wage Board Employees, January, 1990 pay raise	...	52,000
Increased Civilian Pay Act Cost, January, 1990	...	188,000
Wage Rate Increases, Wage Board Employees, January, 1991 pay raise	...	19,000
Increased Civilian Pay Cost, January, 1991	...	71,000
1991 Excess Day Cost	...	23,000
Payment to Life Insurance Fund	...	1,000
Payment to Health Benefits Fund	...	29,000
Total Mandatory Items	...	572,000

Salaries, Office of the Architect
Summary

	Positions	Amount	Positions	Amount
Increases (continued)				
New Positions				
Air Conditioning Engineering Division				
GS-6 Clerk-Typist	1	$ 25,000		
Safety Engineering Division				
GS-12 Hazardous Materials and Waste Manager	1	49,000		
GS-12 Safety Specialist (Manager)	1	49,000		
GS-11 Safety Specialist	1	41,000		
Human Resources Management Division				
GS-12 Staffing Specialist	1	49,000		
GS-12 Workers' Compensation Program Specialist	1	49,000		
GS-12 Employee Development Specialist	1	49,000		
GS-12 Incentive Awards Program Administrator	1	49,000		
GS-7 Incentive Awards Program Assistant	1	28,000		
Data Processing Division				
GS-7 Computer Assistant	1	28,000		
GS-6 Computer Operator	2	49,000		
Management Information Systems				
GS-13 Supervisory Computer Specialist	1	58,000		
GS-12 Computer Specialist	2	98,000		
GS-7 Secretary	1	29,000		
Total New Positions			16	$ 650,000
Total Increases			16	$ 1,222,000
Total Estimate for 1991			164	$ 7,958,000

SALARIES, OFFICE OF THE ARCHITECT -- (Net Increase for 1991.....$1,222,000)

1990 Appropriation in annual act	$ 6,860,000
Sequestration pursuant to P.L. 99-177	(-) 95,000
Reduction pursuant to P.L. 101-164	(-) 29,000
Total appropriation 1990 revised	$ 6,736,000

Deductions - Nonrecurring Items

None

Base for 1991	$ 6,736,000

Increases

MANDATORY ITEMS

Within-grade promotions, wage board employees	$ 18,000
Within-grade salary advancements and other changes, GS employees	156,000
Overtime	15,000
Wage rate increases, wage board employees, January, 1990 pay raise	52,000
Increased civilian pay act cost, January, 1990	188,000
Wage Rate Increases, Wage Board Employees, January, 1991 pay raise	19,000
Increased Civilian Pay Act Cost, January 1991	71,000
1991 excess day cost	23,000
Payment to life insurance fund	1,000
Payment to health benefits fund	29,000
Total Increase - MANDATORY ITEMS	$ 572,000

NEW POSITIONS REQUESTED

Air Conditioning Engineering Division	
1 GS-6 Clerk-Typist	$ 25,000
Safety Engineering Division	
1 GS-12 Hazardous Materials and Waste Manager	49,000
1 GS-12 Safety Specialist (Manager)	49,000
1 GS-11 Safety Specialist	41,000

Estimate 1991
Salaries, Architect of the Capitol

Increases (continued)

NEW POSITIONS REQUESTED (continued)

Human Resources Management Division	
1 GS-12 Staffing Specialist	$ 49,000
1 GS-12 Workers' Compensation Program Specialist	49,000
1 GS-12 Employee Development Specialist	49,000
1 GS-12 Incentive Awards Program Administrator	49,000
1 GS-7 Incentive Awards Program Assistant	28,000
Data Processing Division	
1 GS-7 Computer Assistant	28,000
2 GS-6 Computer Operator	49,000
Management Information Systems	
1 GS-13 Supervisory Computer Specialist	58,000
2 GS-12 Computer Specialist	98,000
1 GS-7 Secretary	29,000
Total - 16 new positions @ annual cost of	$ 650,000

Air Conditioning Engineering Division

1 - CLERK-TYPIST, GS-6: There are presently 33 employees of the Engineering Divisions who receive secretarial support from the temporary clerk-typist presently employed by the Air Conditioning Engineering Division in 501 First Street, S.E. Prior to 1984 the various engineering divisions now housed at 501 First Street, S.E. were located in the Capitol and therefore were able to utilize the secretarial personnel of the Office of the Architect of the Capitol located in the building. Following the move of these Engineering Divisions from the Capitol Building, a temporary position was created to provide the required secretarial help for Air Conditioning Engineering Division personnel.

Increases (continued)

NEW POSITIONS REQUESTED (continued)

Air Conditioning Engineering Division (continued)
1 - CLERK-TYPIST, GS-6 (continued): This requested position will be responsible, as a minimum, for the following basic duties for the Engineering Divisions:

- Serves as receptionist.
- Receives incoming phone calls.
- Performs filing as required.
- Performs typing.
- Operates personal computer, computer terminal and related peripheral equipment.
- Prepares monthly electric utility report.
- Orders and maintains stationary supplies.
- Receives and distributes incoming mail.
- Maintains and operates the FAX machine located in 501 First St., S.E.

In addition to the above the requested position will substitute for the secretary to the Director of Engineering as required.

Because these duties are not related to any specific project and are of a continuing nature, it is requested that a permanent GS-6 Clerk-Typist be allowed in lieu of the present temporary clerk-typist to assist the Engineering Divisions located at 501 First St., S.E. in the ever present secretarial workload.

Safety Engineering Division

The Safety Engineering Division is tasked with providing a work place free from recognized hazards or exposure to injuries and illnesses that are most likely to affect the productivity and welfare of employees. In analyzing all data available to generate a plan for the correction of problem areas and to plan for the future, the more pertinent factors that require the addition of Safety staff include:

Increases (continued)

NEW POSITIONS REQUESTED (continued)

Safety Engineering Division (continued)

- The number of square feet of building space under Architect of the Capitol control, which has increased significantly over the past decade, and with present plans for construction and renovation, will grow further.
- The number of personnel, in the employee, contractor and visitor categories, has also increased and will continue to do so.
- The amount, type and complexity of the tasks added to the Occupational Safety and Health profession and purview has increased exponentially. With increased regulation in the Indoor Air Pollution, Underground Storage Tank, Hazard Communication, Hazardous Waste Use and Disposal, and General Safety areas, personnel with more and varied safety backgrounds are needed just to provide a minimum of knowledge and experience.

With all the other intangible factors included, the following requests for additional staff are detailed.

Specifically, to meet the increasing workload, to address new regulations, and to help assure a safe work place, the following new positions are requested for fiscal year 1991:

1 - HAZARDOUS MATERIALS AND WASTE MANAGER, GS-12: The Hazardous Materials and Waste Manager would be responsible for creating policies and programs to identify the following areas involved with hazardous materials and hazardous waste. Tasks to be undertaken include, but are not limited to: cost effective ordering and purchasing activities; effective receiving procedures; proper storage requirements; proper use and disposal of hazardous materials and waste; securing a hazardous waste disposal contractor; studying and implementing waste minimization techniques; inventory control techniques; record keeping/report writing; Superfund Amendments and Reauthorization Act (SARA) activities and requirements; emergency response and spill control, clean-up; and creation and direction of a Hazardous Waste Committee composed of key members of AOC staff.

Increases (continued)

NEW POSITIONS REQUESTED (continued)

Safety Engineering Division (continued)

1 - SAFETY SPECIALIST (MANAGER), GS-12: The Safety Specialist (Manager) would be responsible for conducting safety business under the direction of the Safety Officer. In the absence of the Safety Officer, the Safety Manager would have control of the personnel assigned to the Safety Engineering Division. By adding both the Safety Manager and the Safety Specialist positions, each of the three general safety positions workload would be divided. Each position would then be assigned specific work sites, with the responsibilities of coordinating all safety activities therein. By the careful selection of personnel, a broad range of experiences will be integrated into the division. Careful cross-training of personnel would allow for a synergistic effect involving knowledge, experience and training. Activities would include the following: expanded routine occupational health and safety inspections of all portions of all buildings, to include the generation of written reports, and follow-up to assure compliance; general safety consultations to solve safety concerns; accident investigation and prevention activities; sampling and testing activities; asbestos abatement control activities; assisting in safety training activities; coordinating safety activities with Additional Duty Safety Personnel appointed from each of the various work jurisdictions; emergency response to control unsafe conditions; construction inspections; work order and project reviews; and assisting the Safety Officer and the Hazardous Materials and Waste Manager as needed.

1 - SAFETY SPECIALIST, GS-11: The Safety Specialist would be responsible for the same activities listed above and work under the general supervision of the Manager.

It is envisioned that three separate work areas will be developed for the three general safety personnel. They are: all House Office Buildings, and all Library of Congress Buildings; the Capitol Building, the Capitol Grounds and the Capitol Power Plant; and all Senate Office Buildings, the Botanic Garden and the Supreme Court.

Increases (continued)

NEW POSITIONS REQUESTED (continued)

Safety Engineering Division (continued)
1 - SAFETY SPECIALIST, GS-11: Each safety specialist would be expected to be an 'expert' in his assigned work area, but would also be expected to work with all Safety Engineering Division personnel to keep everyone conceptually knowledgeable of the activities going on in his/her work area. In this manner, safety coverage could be maintained during sickness, vacation or training periods.

Human Resources Management Division

The Human Resources Management Division mission involves the activities of recruiting, selecting, assessing, developing, and retraining qualified employees. The program operates within legal and regulatory authority and defines the rights and obligations of both the employee and employer. Over the years the human resources management function has become a significant part of the overall management function of the Office of the Architect of the Capitol.

In justifying the fiscal year 1991 request for additional positions it is necessary to consider the pressures, both internal and external, that have been placed on the Division to provide a different level of services than provided in previous years. To provide services at levels that will impact the operations of the Office of the Architect of the Capitol, and therefore its management, there is a need to increase the number of positions available to the Division from 17 to 22 positions. The generally accepted servicing ratio is 1 personnel person for each 100 employees, or 25 personnel employees. The current ratio is approximately 1 personnel person for each 150 employees - and these new positions would lower that ratio to 1 personnel person for each 120 employees. The following is a summary of the pressures that occasion this request for increased staffing:

- There is a heightened concern in the Congress regarding conditions of employment for congressional employees.

Increases (continued)

NEW POSITIONS REQUESTED (continued)

Human Resources Management Division (continued)

- There have been inquiries from the Senate Rules Committee, and from Senators, regarding employee policies and procedures. We have responded to them by indicating that we are in the process of developing and will implement uniform employment policies and procedures.

- We are in the process of developing grievance, disciplinary, adverse action appeal, employee assistance, career staffing, and other policies. While, to a certain extent, the work created by changes in the grievance, disciplinary, and adverse action appeals policies can be absorbed by the existing staff, the career staffing and drug free work place programs will require additional staffing to make them function as intended. All of the new programs will create an additional workload for our training office.

- It has become increasingly difficult to recruit and retain employees in technical, clerical, and blue collar occupations. This is not only a problem of processing an increased number of personnel actions, but of making a more concerted effort in recruiting new employees, developing current employees, and maintaining registers of employees for employment in entry level positions. Recruitment can no longer be pursued in a passive manner. It must be a proactive activity.

Increases (continued)

NEW POSITIONS REQUESTED (continued)

Human Resources Management Division (continued)

- The career staffing program, when implemented, will ensure fairness in the employment process by providing opportunities throughout the agency for advancement to employees by affording them consideration for positions which possess greater career and promotion potential. It will centralize the employment and staffing functions in the Personnel Division and serve to improve the quality and utilization of the agency's human resources. This program through use of a number of different staffing instruments will require considerable staff time in identifying highly qualified candidates who possess the knowledge, skills, abilities, and other personal characteristics required to perform the duties and responsibilities of vacant positions.

- We have issued policy statements concerning a drug free work place, sexual harassment, discrimination, and standards of conduct. Employees need to be kept informed of their rights and obligations through training and educational programs.

- There is a need to establish an incentive awards and suggestion program. Employees need to be recognized for their sustained performance, special acts, and suggestions. The General Accounting Office indicated in a recent report of our activities that "the law specifically states that the incentive award provisions [of title 5, U.S.C.] apply to the Office of the Architect of the Capitol. Until such time as the provisions may be changed we believe the Architect should comply with them." The non-monetary portion of the incentive awards program is in draft form. There is considerable need to develop and implement the monetary portion of the awards program and an employee suggestion program.

Increases (continued)

NEW POSITIONS REQUESTED (continued)

Human Resources Management Division (continued)

- Considerable pressure has been placed on all Architect of the Capitol offices to provide improved performance in the maintenance and care of the buildings and grounds with little or no increase in staffing levels. This translates into a need for the Division to make a comprehensive effort to assist managers and supervisors in increasing the human resource contribution towards productivity and improved performance, and thereby increasing the quality of services provided to the Members of Congress, their staffs, the occupants of the buildings, and the public.

- Consideration must be given to designing, implementing, and training all supervisors in the use of a mandatory performance evaluation system. Performance evaluation is fundamental to the employment process, and is especially important to administering the career staffing and incentive awards programs.

- Improved performance requires that first line supervisors become an important part of the personnel process. If they do, top managers will no longer have to carry the full burden and legal risks of the personnel process. To make this very significant change uniform policy and procedures would have to be issued, a high degree of intensive training will have to be provided to supervisors and employees, and the Human Resources Management Division will have to improve its competence. The provision of this training is more easily accomplished through use of our own instructor rather than through contractor personnel. The instructor would provide courses in individual and group behavior and basic personnel and safety for supervisors.

Increases (continued)

NEW POSITIONS REQUESTED (continued)

Human Resources Management Division (continued)

- When performance does not meet standards, disciplinary action must be taken. It is not just a matter of volume in processing disciplinary actions, but fulfilling the requirement of ensuring that employees are fully extended their rights and that supervisors do all the things necessary to assist and inspire employees to do the right thing.

- Section 628 of P.L. 100-440, approved September 22, 1988, requires agencies, including the Architect of the Capitol, to administer in good faith, a written policy designed to ensure that all of its work places are free from the illegal use, possession, or distribution of controlled substances, (as defined in the Controlled Substances Act) by the officers and employees of the agency. There will be a need to provide training and educational services to the work force, and to coordinate the activities this program will create with other employee relations programs.

- Employee problems are more complex. Drug abuse and misuse of alcohol are prime reasons for employee performance, conduct, and behavior difficulties. Employees who have these problems are more susceptible to on-the-job injuries and excessive absenteeism. Counseling for employees who need assistance is an ever increasing part of our daily effort. Over a period of time we have had to assign counseling responsibilities to one of our existing positions.

- The recommendations of the Internal Auditor concerning safety and the administration of the workers' compensation program will require an increased effort in providing safety education and training programs to supervisors and employees, and a comprehensive effort to track injuries and their costs.

Increases (continued)

NEW POSITIONS REQUESTED (continued)

Human Resources Management Division (continued)

- There has been considerable change in the nature and complexity of the Federal benefits programs (FERS, CSRS, TSP, FEGLI, FEHB, Workers' Compensation, Social Security, etc.) as they apply to Architect's employees. In addition to the increase in processing time, there is a need for personnel specialists and assistants to possess and use a higher level and broader scope of knowledge, skills, and abilities in advising and counseling employees and processing cases. This requires more time for individual training and for keeping up with the number of changes contained in OPM issuances. In short, the work is more technical and time consuming.

- In recognition of the acknowledged problems with the educational level of the nation's work force, and in order for employees to be able to fully realize the full potential of their employment, to fully participate in the career staffing program, and to understand the obligations and rights of their employment, a high level of remedial educational services will have to be offered.

In summary, we are entering a new era in terms of human resources management in the Office of the Architect of the Capitol - one that is centered on human resources development and utilization. This has and is requiring the current Division staff to acquire a broader and higher level of knowledge, skills, and abilities. However, additional positions will be required. Most of the new positions will serve in a staff capacity as specialists in such fields as recruiting, career staffing, incentive awards, workers' compensation, instruction, and employee development.

Specifically, the following new positions are requested for fiscal year 1991 in order to assure success in implementing new personnel policies, programs, and procedures:

Increases (continued)

NEW POSITIONS REQUESTED (continued)

Human Resources Management Division (continued)
Programs Office - The Programs Office would be reorganized to include full responsibility for the recruitment, career staffing, and workers' compensation matters. It would continue to be responsible for: program and procedures development; pay and leave administration; employee relations staff work; benefits administration; coordination of data processing matters; and insurance of quality control over the processing of personnel and pay actions. The office would lose responsibility for the employee assistance program and incentive awards programs. The following positions are requested for the Programs Office:

1 - STAFFING SPECIALIST, GS-12: The specialist would be responsible for developing, operating, and maintaining an Architect of the Capitol merit staffing program, and a recruiting program. The specialist would administer the uniform career staffing program with special emphasis on assuring the mobility of current employees, especially supervisors and mechanics by allowing them the opportunity to apply for vacancies, regardless of the organization in which the vacancy occurs. Other duties would consist of: developing standards and criteria for entry level positions and promotions; administering posting procedures; recruiting for hard-to-fill occupations; and maintaining registers of job applicants to fill entry level positions. This position would allow for the full centralization and coordination of the employment process. The specialist would also maintain registers of highly qualified eligibles for referral to management officials and supervisors in anticipation of vacancies.

Increases (continued)

NEW POSITIONS REQUESTED (continued)

Human Resources Management Division (continued)
Programs Office (continued)
1 - WORKERS' COMPENSATION PROGRAM SPECIALIST, GS-12: The specialist would be responsible for program administration, the coordination of all matters concerning job related injury and occupation disease cases, and the processing of claims. This includes day-to-day contact with medical providers, employees, foremen, Office of Workers' Compensation Programs (OWCP) staff members, and the safety office in developing information concerning questionable injuries, fraudulent cases, etc., and developing the Architect of the Capitol challenge thereto with the OWCP. Additionally, the specialist would administer the Architect of the Capitol "drug free work place" policy including the procedures for drug testing.

Human Resource Development (HRD) Office - The mission of the current Training Office will be expanded, and the organizational designation will be changed to Human Resource Development (HRD) Office. This Office would be responsible for facilitating the necessary change in the Architect of the Capitol's human resource culture so that management officials, supervisors, and employees may: (1) grow in capability and influence; (2) become open to a wide variety of information; (3) become capable of pursuing a wider range of career goals; and (4) become more versatile in producing new ideas, knowledge, skills, abilities, techniques, and processes of value to the organization, and being rewarded for doing so. This requires the provision of the means to transform our view of the personnel function into everyday activity, develop a commitment for the new approach, and institutionalize the approach.

Included is a comprehensive effort to: increase our understanding of how people are managed effectively; develop specific leadership skills; upgrade employee's awareness of and their incentive to make use of opportunities for careers with the Architect of the Capitol; reward employees for their performance and suggestions; and assist those employees who have alcohol, drug abuse or other severe problems to be useful and productive in their jobs.

Increases (continued)

NEW POSITIONS REQUESTED (continued)

Human Resources Management Division (continued)
Human Resource Development (HRD) Office (continued)

To assist in accomplishing this most important mission, the employee assistance program will be transferred to the HRD office and elevated to a full time proactive function, and three new positions are requested.

1 - EMPLOYEE DEVELOPMENT SPECIALIST, GS-12: This position will become of critical importance with the implementation of the career staffing program, one of the purposes of which is to provide for promotion and career opportunities. The EDS would be involved in planning and implementing a career development program, and be responsible for:

1) Making planned, systematic studies to determine the immediate and long-range training needs of the organization.

2) Advising management on how to enhance employee potential through training.

3) Determining ways that training can assist in solving problems of employee morale - excessive employee turnover, low production, and under utilization of employees' skills and abilities.

4) Determining ways that training can assist in solving problems concerning occupations in which there is a shortage of qualified employees.

5) Planning, establishing, and administering training and developmental activities for employees who are educationally disadvantaged or vocationally underdeveloped.

6) Monitoring the on-the-job training (OJT) of employees, e.g., by reviewing training reports submitted by supervisors of employees receiving the training, and by personal contacts with supervisors and individual employees.

Increases (continued)

NEW POSITIONS REQUESTED (continued)

Human Resources Management Division (continued)
Human Resource Development (HRD) Office (continued)
1 - EMPLOYEE DEVELOPMENT SPECIALIST, GS-12 (continued):

7) Taking follow up action to assure that needed OJT is provided employees.

8) Establishing and maintaining a formal apprentice program.

1 - INCENTIVE AWARDS PROGRAM ADMINISTRATOR, GS-12: The administrator would be responsible for implementing the regulations contained in Chapter 45 - Incentive Awards, of title 5, U.S.C., part 451 of the Code of Federal Regulations, guidance contained in Federal Personnel Manual Chapter 451, and the policy and procedures contained in future Architect's incentive awards and suggestion policy issuances. The administrator would develop, implement, and oversee the operation of the Architect's awards and recognition program which will be designed to improve operations and services by motivating employees to increase productivity and creativity through prompt recognition of performance and cost-saving ideas which benefit the Government and are above or beyond normal job requirements and standards. The administrator would be responsible for organizing and conducting the Architect's Annual Awards Ceremony.

1 - INCENTIVE AWARDS PROGRAM ASSISTANT, GS-7: The assistant provides technical and clerical assistance to the administrator by applying a practical knowledge of regulations and requirements pertaining to the incentive awards program to review subject matter of suggestions for similarities to previous submissions and select appropriate reviewing officials or to interview employees and supervisors to obtain additional information (e.g., to provide documentation regarding nature and extent of potential tangible performance awards for factual documentation; to recommend dollar amount of award based on precedent and regulations; to prepare summary descriptions of approved awards for publication; and to compose letters outlining reasons why the incentive

Increases (continued)

NEW POSITIONS REQUESTED (continued)

Human Resources Management Division (continued)
Human Resource Development (HRD) Office (continued)
1 - INCENTIVE AWARDS PROGRAM ASSISTANT, GS-7 (continued): awards committee did not recommend approval. Clerical assignments include the responsibility to: assign control numbers; review submissions for completeness and request missing information from submitting office; route suggestions for review; acknowledge receipt and prepare other correspondence using forms or sample letters; follow up on overdue evaluations; identify employees eligible for length-of-service awards; compile statistical reports requiring computation of average rates of participation, adoption, tangible benefits, total amount awarded, distribution of performance awards by grade level and organizational components, etc.; prepare for award ceremonies by reserving space, arranging for printing of programs, preparing award certificates, etc.; and code completed actions for automated files and maintaining file copies.

Data Processing Division
2 - COMPUTER OPERATOR, GS-6: The amount of computer operator work on the first shift requires two operators on duty most of the times. Currently we only have one full time person assigned to the computer room on the first shift. In addition, we require more help on the second (night) shift.

These positions will support the Data Processing Division. The work to be assigned will consist of computer operating duties involving related process and techniques. The incumbents decide what actions need to be taken based on recognizing the existence or absence of normal processing capacities. Indicators of improper operations are easily recognized, either through console system messages or by observing that work products are failing to meet established criteria. These positions are needed to improve those conditions. In addition, the need for these positions involves the execution of computer rules,

Increases (continued)

NEW POSITIONS REQUESTED (continued)

Data Processing Division (continued)
2 - COMPUTER OPERATOR, GS-6 (continued): procedures, and operating techniques, and typically comprises a complete segment of data processing styles, providing processed information for use in further systems and subject matter processes. Assisting programmers in testing or modifying programs by identifying error conditions during compilation and test runs and by describing the status of runs in sufficient detail and preciseness to enable the programmers to make the appropriate correction in the program being tested are also critical functions.

The duties of these positions include:

Performing various computer operator duties and responsibilities and assisting in providing night shift coverage in the Data Processing Division of the Architect of the Capitol.

Operating a large system console, using a variety of general purpose computer equipment and related auxiliary and peripheral devices in different modes to process a wide range of applications programs.

Maintaining and readying computer equipment for operation by activating internal control and utility programs; activating peripheral devices by setting switches and making console key-ins to link the various devices with the control programs and main memory, loading programs and begins operations for the shift.

Recognizing, diagnosing and with guidance from senior operator, acting on commonly occurring machine stoppage and error situations that are not covered by existing procedures and guidelines.

Increases (continued)

NEW POSITIONS REQUESTED (continued)

Data Processing Division (continued)

2 - COMPUTER OPERATOR, GS-6 (continued):

Maintaining current computer back-up taped information that will enable continuous operation by reloading any lost information. With guidance from senior operator making determination of how most efficiently to retrieve lost data minimizing the amount of lost processing time when problems occur.

In addition, the day Computer Operator will be responsible for monitoring job flow for program load requirements, tape mounts, sign-on by terminal stations, and output instrument requirements and to identify messages and indicate system problems in the programs and equipment; and the night Computer Operator will be responsible for maintaining a daily backup of all user files for inventory and all system files. The night Operator will be responsible for a weekly backup as well as monitoring output instrument requirements, identifying messages, mounting tapes, and indicating system problems in the equipment.

1 - COMPUTER ASSISTANT, GS-7: Technical support in all areas is presently only accomplished during the summer with temporary employees, primarily students. This position will support the Head of the Data Processing Division and performs duties including computer operations, computer programming, word processing and administrative functions for the Head of the Data Processing Division and the staff members under the Head of Data Processing. This position provides data processing support and services functions for users of digital computer systems including mainframes, mid-size and microcomputers.

This position will make commitments with regard to established policy. The Head of Data Processing Division spends time away from the office servicing current users, potential users and AOC management and considerable time in uninterruptable technical programming and design; the incumbent must therefore work independently to plan and carry out the work, handling problems and deviations in accordance with established policies.

Increases (continued)

NEW POSITIONS REQUESTED (continued)

Data Processing Division (continued)

1 - COMPUTER ASSISTANT, GS-7 (continued):

The incumbent ensures that the clerical and administrative portion of the Data Processing Division's work are accomplished effectively in accordance with established procedures, allowing the Head of the Division to concentrate on professional and managerial duties. The work involves using a modern, large scale, medium capacity computer system, devising means to execute new work, and resolving common and unusual operating problems that occur during processing. Results of the work affect the timeliness and accuracy of computer and functional programs and products used in a number of agency subject matter areas (some provide additional services to other organizations or members of the public based on data contained in computer generated products). It also affects the acceptance and dependability of data processing services for those product users. Work in resolving new or unusual problems and work involving planning of revised, more efficient methods to accomplish processing affect the design and efficiency of methods and procedures for established, revised and new applications program processing.

There are a large number of written manuals, procedural handbooks and directives available, covering scheduling, system design and operating configurations, problem solving procedures programming manuals, office automation manuals, word processing guidelines and techniques, related information. There are frequent changes in the operating, scheduling and program guides. For ongoing work and common failure situations the guides are detailed and specific, although they do provide for some variation to accommodate a number of processing and programming options. For major new requirements and to resolve processing failures and programming that are beyond those covered in the guides, there is a need to exercise judgment in extending existing guidelines, developing new techniques and procedures to resolve unusual problem conditions when it is necessary to apply knowledge of databases, hardware, internal software and programs in order to ensure full processing, programming capability and continuity of processing. In addition, there is a need to develop new or revised guidelines within established methods and schedules, including proposals to modify runstreams to accomplish processing.

Increases (continued)

NEW POSITIONS REQUESTED (continued)

Data Processing Division (continued)
1 - COMPUTER ASSISTANT, GS-7 (continued):

The scope for this position arises from the present inability to provide daily administrative support within the Division without neglecting direct computer operations. There is a need to maintain on-line computer systems such as resource payment, tape library, technical library, inventory of all hardware-software systems, etc; initiate requests for technical documentation from vendors as related to maintenance of technical library or staff requests; serve as technical liaison to users requiring basic instruction in the use of terminals, personal computers or fundamental data processing systems; make technical education arrangements for staff and users; analyze computer and manual data and develops reports for division; prepare purchase requisitions for computer equipment and other materials, process receiving reports, and process vendors' invoices for payments; receives telephone and personal callers when front desk not available; initiate and compose replies to correspondence; make travel arrangements and maintain records of travel; receive incoming mail, select appropriate members of the staff, manual files or automated files; receive on-the-job training in computer programming when supervisor or senior computer specialists are available, receive Computer Assisted Instruction (CAI) in computer programming, PC applications and related fields when courses, time and hardware devices are available; serves as junior programmer when needed and perform such tasks as coding requests for the Query Language Processor (QLP) and actually executing QLP with the proper Demand terminal commands or Executive Control Language, use PC packages such as Lotus, Harvard Project Manager, and others where appropriate; make necessary arrangements before and after conferences; prepare in final form, contract-related and technical correspondence to contractors and users; works with applications programmers and operations personnel to identify problems with applications, operating systems or hardware that are difficult to pinpoint; develop procedures for OFISLink WordPerfect system users; getting user-id's, moving equipment, repairing equipment, getting supplies, reporting system problems. Monitor the OFISLink WordPerfect data base; and establish and administer MAPPER data base, register MAPPER system users and MAPPER runs, tell users how to obtain

Increases (continued)

NEW POSITIONS REQUESTED (continued)

Data Processing Division (continued)
1 - COMPUTER ASSISTANT, GS-7 (continued): the necessary manuals and local documentation, develop training programs for users, both in using manual functions and in run design, help support groups to define needed software enhancements, and when new software is ready for use on the MAPPER system, plan, test, and introduce it with a minimum impact on service to users.

Management Information Systems

The historical growth of automated data processing and information systems within the Office of the Architect of the Capitol (AOC) is not unlike similar data processing development and growth in many other government agencies or private sector companies where computerization simply grew to achieve greater employee productivity and make use of the many advantages of increased information storage and processing. Within the AOC, it became evident that existing systems had to be brought together to create integrated information networks. Systems integration is one of the vehicles for making computer systems more efficient, better able to perform the jobs for which they were designed, and results in more efficient use of hardware, software, and the monetary resources needed to support them. For these reasons, in fiscal year 1989 the Architect specifically directed an in-house task force to:

a. Develop a Management Information Systems (MIS) Strategic Plan to include agency goals, objectives and requirements.
b. Evaluate the adequacy of existing systems for meeting near, short, and long term objectives.
c. Prepare a strategic plan of action for the acquisition of any additional necessary computers, computer-based systems, and other necessary support.

Several critical recommendations were made in the MIS Strategic Plan. One of the most far reaching recommendations was to employ a Director of Management Information Systems to functionally manage AOC management information systems. The duties and responsibilities of the Director are to administer, control, support and coordinate all MIS

Increases (continued)

NEW POSITIONS REQUESTED (continued)

Management Information Systems (continued)
activities within the AOC. Further, the Director's duties include complete oversight of all AOC-wide ADP acquisitions including hardware and software purchases.

One of the first major decisions of the new Director, based on the MIS Strategic Plan, was to increase the coordination of AOC office automation capabilities. The increased use of microcomputers within the AOC provided an immediate opportunity to improve coordinated capabilities. Over the past several months, microcomputer use throughout the AOC has been quantified. User needs, with a view toward creating central management of microcomputer usage, have been identified. Unfortunately, the AOC does not have adequate resources to support the microcomputer user community to take full advantage of this technology or provide central management of the resources.

It is therefore necessary to establish a Microcomputer Support Group (MSG) within the AOC working under the MIS Director, for the purpose of supporting microcomputer users among AOC's management, professional, technical and clerical staff. This support will be accomplished through a wide range of services, including a telephone hot-line, education and training, walk-in support, administration of a portable microcomputer loaner program, maintenance of an information clearinghouse and AOC technical library, publication of an AOC Report on microcomputer usage and establishment of a microcomputer users group. The MSG will also consult with managers about office automation needs.

These MSG functions are described in greater detail as follows.

TELEPHONE HOT-LINE SUPPORT

With a telephone hot-line, users will be able to directly contact a specialist within the MSG to answer questions or solve problems with microcomputer use. The hot-line service is for assistance in emergencies, and will only be used after users have first consulted their manuals.

Schedule C

ARCHITECT OF THE CAPITOL
Salaries

Detailed Analysis of Change by Activity

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1990 Revised	148	6,736
Minus: Nonrecurring costs	.....	.....
Budget Base, 1991	148	6,736

	1991 Request	
I. Adjustments to Base	Staff	Amount ($000)
A. Mandatory Pay and Related Costs		572
1. Within-grade Increases and Other Changes		174
2. Overtime Pay		15
3. Annualization of January 1990 Pay Raise		240
4. January 1991 Pay Raise		90
5. 1991 Excess Day Cost		23
6. Payment to Life Insurance Fund		1
7. Payment to Health Benefits Fund		29
B. Price Level Changes		...
C. Program Type Changes		
1. Legislation		...
2. Workload	16	650
a. Additional Staff	16	650
3. Equipment, Alterations, Maintenance, Repairs, etc.		...
II. Net Increase Requested		1,222
III. Total Appropriation Request, 1991	164	7,958

2.30

ARCHITECT OF THE CAPITOL
Salaries and Expenses

Program and Financing (in thousands of dollars)

Identification code 01-0100-0-1-801		1989 actual	1990 est.	1991 est.
	Program by activities:			
00.01	Salaries	6,139	6,736	7,958
00.02	Contingent expenses	51	203	100
00.03	Capitol buildings	16,022	19,888	32,618
00.04	Capitol grounds	3,284	4,494	5,224
00.05	Senate office buildings	24,734	31,748	56,454
00.06	House office buildings	29,052	33,558	52,991
00.07	Capitol power plant	24,167	27,795	35,077
00.08	Library buildings and grounds, structural and mechanical care	9,371	39,604	16,350
00.09	Botanic garden	2,502	2,660	5,542
10.00	Total obligations	115,322	166,686	212,314
	Financing:			
	Offsetting collections from:			
11.00	Federal funds	−1,827	−2,181	−2,280
14.00	Non-Federal sources	−123	−115	−120
21.40	Unobligated balance available, start of year	−59,376	−54,910	−15,089
24.40	Unobligated balance available, end of year	54,910	15,089	10,059
25.00	Unobligated balance lapsing	4,755		
27.00	Reduction pursuant to P.L. 99-177		4	
39.00	**Budget authority**	113,661	124,573	204,884
	Budget authority:			
40.00	Appropriation	113,661	126,026	204,884
40.00	Reduction pursuant to P.L. 101-164		−541	
40.00	Reduction pursuant to P.L. 99-177		−912	
43.00	**Appropriation (adjusted)**	113,661	124,573	204,884
	Relation of obligations to outlays:			
71.00	Obligations incurred, net	113,373	164,390	209,914
72.40	Obligated balance, start of year	45,101	31,493	29,067
74.40	Obligated balance, end of year	−31,493	−29,067	−51,695
77.00	Adjustments in expired accounts	−3,000		
90.00	Outlays	123,981	166,816	187,286
	Distribution of budget authority by account			
	Salaries	6,532	6,736	7,958
	Contingent expenses	100	100	100
	Capitol buildings	15,471	15,848	35,728
	Capitol grounds	3,771	4,257	5,014
	Senate office buildings	24,086	34,817	51,320
	House office buildings	28,895	27,755	52,110
	Capitol power plant	24,785	25,334	32,677
	Library buildings and grounds, structural and mechanical care	7,500	7,136	12,608
	Botanic Garden, salaries and expenses	2,521	2,590	7,369
	Distribution of outlays by account			
	Salaries	6,127	6,748	7,902
	Contingent expenses	92	206	100
	Capitol buildings	15,632	22,906	28,866
	Capitol grounds	3,371	4,430	5,254
	Senate office buildings	25,540	33,461	47,291
	House office buildings	27,397	36,149	43,099
	Capitol power plant	22,617	25,048	30,533
	Library buildings and grounds, structural and mechanical care	20,992	34,946	19,311
	Botanic Garden, salaries and expenses	2,213	2,922	4,930

Note.—The above activities previously financed under the Architect of the Capitol and Botanic Garden in 1989 and 1990 are presented in these schedules and are proposed to be financed in this account in 1991. Budget authority and outlays are distributed by account above.

Object Classification (in thousands of dollars)

Identification code 01-0100-0-1-801		1989 actual	1990 est	1991 est
	Personnel compensation:			
11.1	Full-time permanent	45,752	50,514	55,182
11.3	Other than full-time permanent	837	203	211
11.5	Other personnel compensation	8,409	8,077	9,369
11.9	Total personnel compensation	54,998	58,794	64,762
12.1	Civilian personnel benefits	10,829	13,002	14,472
13.0	Benefits for former personnel	125	300	300
21.0	Travel and transportation of persons	14	1	1
23.2	Rental payments to others	285	265	706
23.3	Communications, utilities, and miscellaneous charges	15,088	17,489	20,593
24.0	Printing and reproduction	4		
25.0	Other services	22,523	65,339	95,486
26.0	Supplies and materials	5,864	5,931	6,110
31.0	Equipment	3,616	3,238	7,453
32.0	Land and structures	22	31	31
42.0	Insurance claims and indemnities	4		
99.0	Subtotal, direct obligations	113,372	164,390	209,914
99.0	Reimbursable obligations	1,950	2,296	2,400
99.9	Total obligations	115,322	166,686	212,314

Personnel Summary

Total number of full-time permanent positions	2,088	2,097	2,129
Total compensable workyears:			
Full-time equivalent employment	1,985	2,006	2,131
Full-time equivalent of overtime and holiday hours	190	159	184
Reimbursable:			
Total compensable workyears: Full-time equivalent employment	13	16	16

Increases (continued)

NEW POSITIONS REQUESTED (continued)

Management Information Systems (continued)

WALK-IN SUPPORT

AOC users will be invited to come directly to the MSG for general information, and specific help with problems.

EDUCATION AND TRAINING

Users will be able to receive hands-on experience with the following types of microcomputers: COMPAQ Deskpro 286e, SPERRY/UNISYS IT and BT, and COMPAQ SLT/286 portable (laptop) computers. Other microcomputers may be added in the future. In addition, the MSG, in coordination with the AOC Training Office, will provide a variety of educational and training support which includes the following: formal instruction; vendor demonstrations; consultation; one-on-one training sessions; independent study; hands-on demonstrations. Classes will be provided on a regular basis in the following commonly used AOC microcomputer applications software: Introduction to Microcomputers and MS-DOS and Introduction to Wordperfect. Classes in other microcomputer application software and hardware will be offered as needs are identified.

OFFICE AUTOMATION NEEDS

Managers implementing new functions or considering automating an existing function will be able to contact the MSG for assistance in devising ways in which microcomputers may enhance operations.

LAPTOP LOANERS

Approved users will be able to sign out portable laptop computers for use in evenings or on weekends at home for work related projects. They will be available on a first-come, first-serve basis.

CLEARINGHOUSE AND TECHNICAL LIBRARY

The MSG will serve as a focal point for dissemination of information on AOC application software and databases developed for or accessible with microcomputers. Technical support manuals and related books will also be available.

Increases (continued)

NEW POSITIONS REQUESTED (continued)

Management Information Systems (continued)

AOC REPORT

The MSG will publish an AOC REPORT to share information and to keep all users abreast of the latest developments in microcomputer hardware, software and user applications. The report will also contain information about other new ADP developments within the AOC.

MICROCOMPUTER USER GROUP

To complement its direct user support activities, the MSG will also promote the development of a Microcomputer User Group. Through periodic meetings and workshops featuring user participation and demonstrations, the Microcomputer User Group will serve as a forum for sharing information in applying microcomputer technology to AOC activities.

It is therefore proposed that the following positions be approved in fiscal year 1991 to staff the Microcomputer Support Group and to provide the Director, MIS, with administrative and clerical support:

1 - SUPERVISORY COMPUTER SPECIALIST, GS-13 AND 2 - COMPUTER SPECIALIST, GS-12: The Architect of the Capitol has now over 100 personal and microcomputers, along with associated hardware and software. Because of the increased use of this diverse technology, demands have been made for installation, maintenance, technical assistance, training, and application development support. In addition, staff support is necessary to ensure agency compatibility between the many different types of computers and supporting peripherals and software. Unfortunately, current staff resources do not allow this support to be provided.

It is therefore necessary to create a Microcomputer Support Group consisting of the positions requested above, dedicated to providing the necessary support and assistance to the microcomputer user community so they may take full advantage of the power of this hardware and related software.

Increases (continued)

NEW POSITIONS REQUESTED (continued)

Management Information Systems

1 - SECRETARY, GS-7: In fiscal year 1989 the Architect of the Capitol appointed a Director of Management Information Systems (MIS) to oversee all data processing functions. This position was created within the Architect of the Capitol's office and no additional staff was allocated to support the Director. Currently, the Director handles many of his own administrative duties and seeks clerical support from various sources within the Architect of the Capitol's office.

It is proposed that a secretary be provided to the Director, MIS to perform a variety of administrative and clerical duties. The duties of this individual will include: maintaining the Director's calendar; receiving telephone and personal callers; developing correspondence and reports; and maintaining the Director's automated project tracking system and annual budget.

Total Increase - NEW POSITIONS	$ 650,000	
TOTAL INCREASES		(+)$ 1,222,000
Total Estimate for 1991		$ 7,958,000

Schedule A

ARCHITECT OF THE CAPITOL
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	FY 89 ACTUAL * STAFF	FY 89 ACTUAL * DOLLARS ($000)	FY 90 ESTIMATE STAFF	FY 90 ESTIMATE DOLLARS ($000)	FY 91 ESTIMATE STAFF	FY 91 ESTIMATE DOLLARS ($000)	NET CHANGE 90/91 STAFF	NET CHANGE 90/91 DOLLARS ($000)
1. Breakdown by Activity:								
Salaries, Office of the Architect	146	6,139	148	6,736	164	7,958	16	1,222
Total	146	6,139	148	6,736	164	7,958	16	1,222
2. Breakdown by Object Class:								
11 Personnel Compensation		5,344		5,706		6,691		985
12 Personnel Benefits		795		1,030		1,267		237
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications and Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims and Indemnities								
Total		6,139		6,736		7,958		1,222
								2.28

Schedule B

ARCHITECT OF THE CAPITOL
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGES	
					LEGISLATION		WORKLOAD							
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)			STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Activity:														
Salaries, Office of the Architect		572					16	650					16	1,222
Total		572					16	650					16	1,222
2. Breakdown by Object Class:														
11 Personnel Compensation		508					16	477					16	985
12 Personnel Benefits		64						173						237
13 Benefits to Former Personnel														
21 Travel														
22 Transportation of Things														
23 Rent, Communications and Utilities														
24 Printing and Reproduction														
25 Other Services														
26 Supplies and Materials														
31 Equipment														
32 Land and Structures														
42 Insurance Claims and Indemnities														
Total		572					16	650					16	1,222

572

OFFICE OF THE ARCHITECT OF THE CAPITOL
Salaries

Program and Financing (in thousands of dollars)

		1989 actual	1990 est.	1991 est.
	Program by activities:			
10.00	Total obligations	6,139	6,736	7,958
	Financing:			
25.00	Unobligated balance lapsing	393		
39.00	Budget authority	6,532	6,736	7,958
	Budget authority			
40.00	Appropriation	6,532	6,860	7,958
40.00	Reduction pursuant to P.L. 101-164		−29	
40.00	Reduction pursuant to P.L. 99-177		−95	
43.00	Appropriation (adjusted)	6,532	6,736	7,958
	Relation of obligations to outlays			
71.00	Obligations incurred, net	6,139	6,736	7,958
72.40	Obligated balance, start of year	337	349	337
74.40	Obligated balance, end of year	−349	−337	−393
90.00	Outlays	6,127	6,748	7,902

Object Classification (in thousands of dollars)

		1989 actual	1990 est.	1991 est.
	Personnel compensation:			
11.1	Full-time permanent	4,941	5,286	6,234
11.5	Other personnel compensation	403	420	457
11.9	Total personnel compensation	5,344	5,706	6,691
12.1	Civilian personnel benefits	795	1,030	1,267
99.9	Total obligations	6,139	6,736	7,958

Personnel Summary

Total number of full-time permanent positions	146	148	164
Total compensable workyears:			
Full-time equivalent employment	136	140	164
Full-time equivalent of overtime and holiday hours	8	8	8

Note: This table was not included in the President's budget for 1991.

Schedule C

ARCHITECT OF THE CAPITOL
Contingent Expenses

Detailed Analysis of Change by Activity

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1990 Revised		100
Minus: Nonrecurring costs		...
Budget Base, 1991		100

	1991 Request	
I. Adjustments to Base	Staff	Amount ($000)
A. Mandatory Pay and Related Costs		...
B. Price Level Changes		...
C. Program Type Changes		
1. Legislation		...
2. Workload		...
3. Equipment, Alterations, Maintenance, Repairs, Etc.		...
II. Net Increase Requested		...
III. Total Appropriation Request, 1991		100

ARCHITECT OF THE CAPITOL
Contingent Expenses

Program and Financing (in thousands of dollars)

		1989 actual	1990 est.	1991 est.
	Program by activities:			
10.00	Total obligations (object class 25.0)	51	203	100
	Financing:			
21.40	Unobligated balance available, start of year	−54	−103	.....
24.40	Unobligated balance available, end of year	103	.....	.....
40.00	**Budget authority (appropriation)**	100	100	100
	Relation of obligations to outlays:			
71.00	Obligations incurred, net	51	203	100
72.40	Obligated balance, start of year	45	3	.....
74.40	Obligated balance, end of year	−3	.....	.....
77.00	Adjustments in expired accounts	−1	.....	.....
90.00	Outlays	92	206	100

Note: This table was not included in the President's budget for 1991.

OBJECT CLASSIFICATION

[In thousands of dollars]

Item		1989 actual	1990 estimate	1991 estimate
25.0	Other services:			
	Study of delivery and disposal of suppliers and materials	$24	.....	.....
	Restriping of existing Senate parking facilities	22	.....	.....
	Photographic rendering of east front fountains	2	.....	.....
	Tests for radon, Capitol complex	2	.....	.....
	Lease renewal appraisal fee, 1430 South Capitol Street	1	.....	.....
	Total, other services	$51	$203	$100

LIMITATION ON TRAVEL EXPENSES..... $ 20,000

This is not an appropriation but a limitation on the total amount under all funds which may be expended by the Architect of the Capitol in any one fiscal year for travel. Travel is done in connection with public works and other construction projects; purchase, repair, or improvement of equipment; and visits to nurseries to inspect plant material. The amount of travel varies from time to time and is determined by the extent of the workload placed upon the Architect of the Capitol from year to year. The annual limitation of $20,000 remained unchanged from fiscal year 1961 to fiscal year 1988, when it was reduced to $10,000. For fiscal year 1989 the limitation was returned to $20,000 in order to permit adequate flexibility in permitting staff to travel when needed. This will not require additional appropriations as funding for travel is allotted from existing resources.

Estimate 1991
Summary
Contingent Expenses

Contingent Expenses
Summary

	Positions	Amount
1990 Appropriation	...	$ 100,000
Total appropriation 1990	...	$ 100,000
1990 Nonrecurring Deductions		
None		
Total 1990 Nonrecurring Deductions	...	.....
Total 1991 Base	...	$ 100,000
Increases		
None		
1991 Total Appropriation Request	...	$ 100,000

CONTINGENT EXPENSES -- (No increase for 1991)

1990 Appropriation in annual act	$ 100,000
Total appropriation 1990	$ 100,000
Base for 1991	$ 100,000
Increases	
None	
Total Estimate for 1991	$ 100,000

An appropriation for 'Contingent Expenses' has been provided annually since 1936 to enable the Architect to make surveys and studies, and to meet unforeseen expenses in connection with activities under the care of the Architect of the Capitol. Rental of warehouse space and related expenses as authorized by the Act of December 13, 1973 (87 Stat. 704) were funded in this appropriation until fiscal year 1986. In fiscal year 1987 the authority was transferred to the 'Capitol Buildings' appropriation.

In fiscal year 1990, $100,000 was allowed on a 'No Year' basis for this appropriation. This amount is again requested on a 'No Year' basis. These funds must be appropriated for fiscal year 1991 to meet the needs for which this appropriation is made.

In addition to the fiscal year 1989 appropriation of $100,000, $54,451 of prior 'No Year' funding was available for obligation in fiscal year 1989 for a total of $154,451.

Estimate 1991
Contingent Expenses (Continued)

Of the $154,431 available during fiscal year 1989, $51,019 was obligated and $2,100 was allotted but not yet obligated as follows:

Contingent Expenses	Obligations	Funds Allotted but not yet Obligated
Radio-TV Terminal Facility, Capitol Building	$ 1,833	.....
Telephone Equipment Room	(935) 1/	.....
Alterations to Capitol Building, H-206	(699) 1/	.....
U.S. Capitol Cornerstone Location	.....	$ 2,100
Study of Alternative to Current Use of the East Front of the Capitol for Deliveries and Disposals	24,300	.....
Restripping of Existing Senate Parking Facilities	21,470	.....
Photographic Rendering of East Front Fountains	2,200	.....
Tests for Radon, Capitol Complex	1,700	.....
Lease Renewal Appraisal Fee, 1430 S. Capitol Street	1,150	.....
Total	$ 51,019	$ 2,100

As of September 30, 1989, $103,432 in prior year "No Year" funds remained available for obligation during fiscal year 1990. Of these funds remaining available for obligation, a total of $2,100 has been allotted for specific projects but has not yet been obligated. This leaves a balance of only $101,332 for new projects as of September 30, 1989. This amount has been augmented by the $100,000 allowed for fiscal year 1990. Thus there is a total of approximately $201,332 available for unforeseen expenses and surveys and studies in fiscal year 1990.

1/ Represents deobligation of prior year obligation.

Schedule A

ARCHITECT OF THE CAPITOL
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	FY 89 ACTUAL * STAFF	FY 89 ACTUAL * DOLLARS ($000)	FY 90 ESTIMATE STAFF	FY 90 ESTIMATE DOLLARS ($000)	FY 91 ESTIMATE STAFF	FY 91 ESTIMATE DOLLARS ($000)	NET CHANGE 90/91 STAFF	NET CHANGE 90/91 DOLLARS ($000)
1. Breakdown by Activity:								
Contingent Expenses		51		100		100		
Total		51		100		100		
2. Breakdown by Object Class:								
11 Personnel Compensation								
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications and Utilities								
24 Printing and Reproduction								
25 Other Services		51		100		100		
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims and Indemnities								
Total		51		100		100		

* Includes Obligations from Prior Year "No Year" Authority

Estimate 1991
Summary
Capitol Buildings

Capitol Buildings
Summary

	Positions	Amount
1990 Appropriation in annual act	211	$ 16,122,000
Sequestration pursuant to P.L. 99-177	...	(-) 205,000
Reduction pursuant to P.L. 101-164	...	(-) 69,000
Total Appropriation 1990 Revised	211	$ 15,848,000
1990 Nonrecurring Deductions		
Replace Dishwashing Machine, Senate Side	...	$ 84,000
Additional Magnetometers and X-Ray Machines, House Side	...	192,000
CADD Data Base Development	...	150,000
House and Senate East Front Sidewalk Lift Replacement	...	214,000
Recondition Various Air Conditioning Systems	...	300,000
Repair Fireplace Exhaust Ductwork	...	200,000
Conservation of Wall Paintings	...	125,000
Total 1990 Nonrecurring Deductions	...	(-)1,265,000
Total 1991 Base	211	$ 14,583,000
Increases		
Mandatory Items		
Within-grade Promotions, Wage Board Employees	...	$ 220,000
Within-grade Salary Advancements and Other Changes, GS Employees	...	78,000
Overtime and Holiday Pay	...	30,000
Sunday Premium Pay	...	1,000
Wage Rate Increases, Wage Board employees, January, 1990 pay raise	...	198,000
Increased Civilian Pay Act Cost, January, 1990	...	71,000
Wage Rate Increases, Wage Board Employees, January, 1991 Pay Raise	...	74,000
Increase Civilian Pay Cost, January 1991	...	27,000
1991 Excess Day Cost	...	23,000
Contribution to Retirement Funds	...	53,000

Capitol Buildings
Summary
(continued)

	Positions	Amount	Positions	Amount
Increases (continued)				
Mandatory Items (continued)				
Payment to Health Benefits Fund	...	$ 10,000		
Payment to Employees' Compensation Fund	...	213,000		
Total Mandatory Items			...	998,000
Annual Recurring Maintenance				
Penalty Mail	...	$ 2,000		
Rental of Warehouse Space	...	441,000		
Elevator Repairs	...	10,000		
Annual Painting	...	50,000		
Substation Equipment and Repairs	...	1,000		
Maintenance and Repairs, Lighting System Grounds	...	80,000		
Asbestos Abatement	...	12,000		
Safety Engineering Operations and Maintenance	...	98,500		
Waste Recycling Program	...	50,000		
Supplies and Materials	...	41,400		
Replace and Improve Senate Restaurant Facilities	...	25,100		
Total Annual Recurring Maintenance			...	$ 811,000
Nonrecurring Items				
Cyclical Maintenance				
Conservation of Decorative Wall Paintings, Speaker's Lobby	...	$ 180,000		
Renovation of Food Service Areas, House Cloakrooms	...	32,000		
Renovations to Capitol Police Offices, ST-1, 3, 5, and 7	...	73,000		
Conservation of Wall Paintings	...	75,000		
Design of Plumbing System Renovations	...	272,000		
Roof Repairs, Capitol Building	...	224,000		
Total Cyclical Maintenance	...	$ 856,000		

Capitol Buildings
Summary
(continued)

	Positions	Amount	Positions	Amount
Continuing and Initiating Other Programs				
CADD Data Base Development	...	$ 260,000		
Additional CADD Equipment	...	89,000		
Hazardous Waste Storage Facility	...	20,000		
Hazardous Waste Disposal of Backlog	...	350,000		
Underground Storage Tank Study	...	30,000		
Preparation of Architectural History of Bicentennial of the Capitol Building	...	30,000		
Repairs to House Monumental Steps, East Front	...	3,517,000		
Telecommunications Funding, Capitol Complex	...	3,000,000		
PCB Transformers and Cable	...	4,184,000		
Payroll System Improvements	...	1,000,000		
Renovation to House Restaurant Kitchen	...	3,000,000		
Advanced in Place Monitoring System (EDS)	...	3,000,000		
Total Continuing and Initiating Other Programs	...	$18,480,000		
Total Nonrecurring Items			...	$19,336,000
Total Increases			...	21,143,000
Total Estimate for 1991			211	$35,728,000

CAPITOL BUILDINGS -- (Net Increase for 1991.....$19,880,000)

1990 Appropriation in annual act		$ 16,122,000
Sequestration pursuant to P.L. 99-177		(-) 205,000
Reduction pursuant to P.L. 101-164		(-) 69,000
Total Appropriation 1990 Revised		$ 15,848,000
Deductions - Nonrecurring Items		
Replace Dishwashing Machine, Senate Side	$ 84,000	
Additional Magnetometers and X-Ray Machines, House Side	192,000	
CADD Data Base Development	150,000	
House and Senate East Front Sidewalk Lift Replacement	214,000	
Recondition Various Air Conditioning Systems	300,000	
Repair Fireplace Ductwork	200,000	
Conservation of Wall Paintings	125,000	(-)1,265,000
Base for 1991		$ 14,583,000
Increases		
MANDATORY ITEMS		
Within-grade Promotions, Wage Board Employees	$ 220,000	
Within-grade Salary Advancements and Other Changes, GS Employees	78,000	
Overtime and Holiday Pay	30,000	
Sunday Premium Pay	1,000	
Wage Rate Increases, Wage Board employees, January, 1990 pay raise	198,000	
Increased Civilian Pay Act Cost, January, 1990	71,000	
Wage Rate Increases, Wage Board Employees, January, 1991 Pay Raise	74,000	
Increased Civilian Pay Cost, January 1991	27,000	
1991 Excess Day Cost	23,000	
Contribution to Retirement Funds	53,000	
Payment to Health Benefits Fund	10,000	
Payment to Employees' Compensation Fund	213,000	
Total Increase - MANDATORY ITEMS	$ 998,000	

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS

Penalty Mail increased from $13,000 to $15,000..... $ 2,000

This amount is needed to reimburse the U.S. Postal Service for all penalty mail costs incurred by the Office of the Architect of the Capitol. It is required to be paid under the provisions of Chapter 32 of Title 39 of the U.S. Code. The increase is based on current expenditures.

Rental of warehouse space increased from $265,000 to $706,000..... 441,000

For fiscal year 1991, an amount of $706,000 is required for the rental of warehouse space. The present lease contract at 1430 South Capitol Street, S.E., for 72,287 square feet of space has an inflationary increase factor which will result in an estimated cost of $487,000, including utilities. In addition, the present lease contract at 120 Canal Street, S.E., for 44,860 square feet of space has an inflationary increase factor which will result in an estimated cost of $219,000, including utilities. Thus the total estimated requirement for warehouse costs in fiscal year 1991 is $706,000, a $441,000 increase over the amount appropriated in fiscal year 1990.

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Elevator maintenance and repairs increased from $45,000 to $55,000..... $ 10,000

This allotment provides for the maintenance and upkeep of the 25 elevators, 2 sidewalk lifts, 11 conveyors, 4 escalators, and 2 dumbwaiters in the Capitol Building, including such items as hoisting cables, repair and replacement parts, lubricants, oil, grease, tools and cleaning fluids.

The increase of $10,000 requested for 1991 is needed to provide for improvements to and cleaning of elevator cabs.

Annual painting increased from $205,000 to $255,000..... 50,000

Additional funds in the amount of $50,000 are requested to provide for the increased painting that results from an election. Additional funds have been requested and approved in the House Office Buildings and Senate Office Buildings appropriations in the past to cover the cost of additional election year needs, and this method has worked effectively to respond to the additional workload. In order to provide the level of maintenance support needed in the Capitol Building, these funds are requested.

Substation equipment and repairs increased from $13,500 to $14,500..... 1,000

This allotment provides for the annual maintenance of 32 electrical transformer stations in the buildings under the Architect of the Capitol as well as emergency generators. The purpose of these transformer stations is to reduce the 13,000 volt electrical current purchased from the local utility company to lower voltages suitable for use in operation of the lighting and other electrical systems, elevators, and other power-operated equipment in the Capitol Complex. The inflationary increase of $1,000 is to provide for the current needs for this allotment.

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Maintenance and Repair Lighting System, Grounds increased from $77,000 to $157,000..... $ 80,000

During fiscal year 1989, the local utility company raised street lighting rates as per "Rate Schedules for Electric Service in the District of Columbia" with the effective date of March 4, 1989. This increase amounted to over 200 percent. It is anticipated that additional increases of the same magnitude will be forthcoming by fiscal year 1991. It is requested that an additional $60,000 be added to this account for the increased rates.

Additionally, the Architect of the Capitol has not, in past years, supplied street lighting poles to replace those which have become physically depreciated, broken or damaged. This responsibility now falls on the Architect of the Capitol as per the local utility company's "Policy and Procedure for Providing Street Lighting in the District of Columbia". Each cast iron street light (pole, luminaire, base and transformer) costs approximately $3,000. It is requested that an additional $20,000 per year be provided to this account to purchase six to seven replacement street lights each year. Installation will be provided by the Electrical Power Branch.

Asbestos Abatement increased from $100,000 to $112,000..... 12,000

Waste disposal costs are anticipated to increase due to the closing of the Lorton Landfill for disposal of asbestos materials, and the subsequent cost increase due to securing the services of a certified contractor to haul the asbestos waste to the closest approved facility. Early estimates are that the cost will approximately double as opposed to those costs incurred in fiscal year 1989. An amount of $8,000 is requested for this purpose.

In addition, the cost of materials and equipment is continually on the rise. To be able to continue abatement activities at the present level, price increases must be anticipated. An amount of $4,000 is requested for this need.

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Safety engineering operation and maintenance..... $ 98,300

The Safety Engineering Division is tasked with providing a work place free from the recognized hazards of exposure to injuries and illnesses that are most likely to affect the productivity and welfare of employees. An overall plan for the correction of immediate and future problem areas is being developed to address safety issues that have been added to the occupational safety and health profession. The various regulatory bodies that affect such matters have issued regulations covering indoor air pollution, underground storage tanks, hazardous materials and waste, and general safety matters. Funds have been requested under "Salaries" to provide for additional staffing to meet these needs. In addition to staffing, funds in the amount of $98,500 are required to meet the following annual recurring costs.

Asbestos Program: Funds in the amount of $3,500 are needed within the Safety Engineering Division for the acquisition and maintenance of equipment used to monitor the asbestos abatement program. Also, funds are required to purchase small amounts of educational materials. These funds will remain separate from the asbestos abatement accounts established elsewhere, and will remain under the control of the Safety Officer.

Hazardous Waste: Funds are needed within the Safety Engineering Division for the administration of a continuing Hazardous Materials and Hazardous Waste Program. Activities requiring funding are:

Contract services for the removal and proper disposal of all materials meeting the definition of hazardous waste ($40,000).

Funds will be utilized to purchase minor amounts of equipment and materials that will be used during the physical movement and labeling of waste containers ($2,000).

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Safety engineering operation and maintenance (continued)

Reference Materials: Funds are needed to purchase up-to-date reference materials and code books for the Safety Engineering Division. Most materials on hand are outdated. Standards promulgated by the American National Standards Institute (ANSI) are needed to provide a basis for evaluating conditions that involve the construction and renovation of safe work places ($2,500).

Safety Publications: Funds are needed to provide each supervisor on the Architect of the Capitol staff with a monthly safety publication. This publication will be one tool by which the supervisor can learn about safety issues. The publication will provide the supervisor material by which he or she can conduct a monthly safety briefing for each of his or her employees. In addition, the funds will be utilized to keep on-hand limited supplies of current safety subjects for distribution to employees who might ask for information on such matters ($4,000).

Supplies: Funds are needed to purchase everyday stationary and other office supplies ($1,000).

Detection Equipment and Supplies: Funds are needed for the purchase of equipment and supplies that will be utilized to monitor the interior office and outdoor environments and make informed decisions. A hazardous materials testing kit, a combination gas-carbon, monoxide-carbon, dioxide-hydrogen, and a sulfide-oxygen detector, a digital thermometer/hygrometer and the supplies to support their operation are needed ($5,500).

Testing and Sampling: Funds are needed for quick and efficient sampling for airborne asbestos, radon and lead in drinking water during sensitive situations ($5,000).

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Safety engineering operation and maintenance (continued)

Studies (Environment): Funds are needed for quick and efficient studies of "crisis" situations that may occur during the year ($5,000).

Personnel Medical Surveillance: Funds are needed to conduct a medical surveillance program for the following: asbestos workers, pesticide handlers, PCB workers, Capitol Power Plant workers (for noise exposure), workers handling lead, safety personnel and any other staff identified as requiring safety related monitoring ($30,000).

Waste Recycling Program.....$ 50,000

The Senate and House of Representatives directed the Architect of the Capitol to develop and implement an expanded recycling program to determine the costs and benefits of separating recyclable materials at their source. The pilot initiative for the expanded recycling program was funded for fiscal years 1989 and 1990 from existing resources. It is anticipated that the current pilot program will be expanded to include all offices within the Capitol Complex. This request is presented to account for funds required to implement a comprehensive recycling program for the Capitol Building during fiscal year 1991.

This funding is requested to support a temporary position to administer the day to day activities of the recycling program in the Capitol Building. Items to be procured include additional recycling containers, scale(s) and associated support and promotional materials. Subsequent budgets will request additional recurring items to cover the on-going costs associated with recycling.

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Supplies and materials increased from $373,000 to $414,400..... $ 41,400

This allotment provides for carpentry, electrical, plumbing, hardware, cleaning, heating and ventilating, incandescent lamps and fluorescent tubes and general miscellaneous supplies for the care of the Capitol Building. Office supplies for the central administrative offices are also included in this allotment.

An increase of $41,400 is requested to meet the rising cost of supplies and materials for care of the Capitol Building. Of that increase, $30,000 is being requested to provide for additional cleaning supplies, the cost of which has risen dramatically.

Replacements and improved facilities, Senate Restaurants increased from $20,400 to $45,500..... 25,100

This allotment provides for the replacement of worn and deteriorated equipment and for improvements in such areas as service quality, operating efficiency, sanitation and aesthetics of Senate Restaurant facilities. Typical pieces of equipment purchased under this allotment include ovens and grills, counters, bussing carts, coffee makers and other nondisposable items.

This increase , which was requested and deferred in fiscal year 1990, is again requested to provide for the current requirement for this allotment.

Total Increase - ANNUAL RECURRING ITEMS..... $ 811,000

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS

Cyclical Maintenance

Conservation of Decorative Wall Paintings, Speaker's Lobby.....$ 180,000

The decorative painting in the Speaker's Lobby and Members' Retiring Room was carried out under Joseph Rakemann (1832-1917) in 1903. Rakemann came from Germany, and he first worked at the Capitol with Constantino Brumidi in 1857. There is evidence of an earlier, simpler decorative scheme designed by Brumidi, which would be impossible to restore because of the lack of detailed documentation and the great expense that would be involved. Furthermore, the quality of the existing decoration is quite high and is worth preserving.

With fiscal year 1989 funds, the gilded ceiling and figurative areas in the House Lobby and Members' Retiring Room were cleaned and conserved. However, at that time, it was noted that the surrounding areas of solid color or purely decorative painting were flaking in many places.

The decorative painting should be cleaned, stabilized, and restored where possible. Badly flaking paint in solid areas should be removed. Holes in the cast iron ceiling of the Speaker's Lobby will be filled and painted. The solid borders will be repainted where there is damage or are many mismatched touch-ups. The restored surfaces will be protected with a special ultra violet filtered varnish. After restoration, the paint surface will be sound, the colors will be brightened, and inconsistencies will be eliminated.

Food Service Areas, Cloakrooms..... 32,000

The Doorkeeper of the House has requested that the food service areas in the Democratic and Republican Cloakrooms be renovated during fiscal year 1991. Requested renovations include new flooring, counters, cabinets and food service equipment. Approval of this request, which affects space on the House side of the Capitol, is pending with the Speaker.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS

Cyclical Maintenance (continued)

Renovations to Capitol Police Offices, ST 1, 3, 5, & 7.....$ 73,000

The Chief of the Capitol Police has requested that modifications be made to the space assigned to the Capitol Detail on the Senate side of the Capitol. The work will consist of general refurbishing of the space, including upgrading of the electrical and HVAC systems, new built-in shelving and cabinets, and improving the plumbing and sprinkler systems. Approval of this request is pending with the Capitol Police Board and the Senate Rules Committee, which has jurisdiction over space on the Senate side of the Capitol.

Conservation of Wall Paintings.....$ 75,000

The preservation and conservation of certain works of art in the Capitol Building are under the jurisdiction of the Architect of the Capitol.

Appropriations are requested for specific conservation projects that, because of their complexity or magnitude, cannot be accomplished under annual maintenance funding.

In 1981, a respected outside conservator was engaged by contract to examine and evaluate the condition of mural paintings throughout the Capitol Building, followed by pilot conservation treatments in 1982. In Fiscal Year 1987, funds were appropriated to conserve the wall paintings most in need of repair in four rooms on the House side (H-143, H-144, H-209, H-232), at a total of $185,000. Previously, in Fiscal Year 1985, $59,865 was appropriated for wall paintings in the Ante Chamber of the Senators' Dining Room, the Pitch lunette, and 24 medallions in the corridors. For the conservation of the frescoes in

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS

Cyclical Maintenance (continued)

Conservation of Wall Paintings (continued)

the Rotunda, $275,000 was appropriated in fiscal year 1986 for the frieze and $560,000 in fiscal year 1987 for the canopy. In addition, $70,000 was appropriated for conservation of the sculptured bronze doors on the East Front and $45,000 to conserve the bronze Members' Staircases. For Fiscal Year 1989, $70,000 was appropriated for conservation of two Brumidi frescoes on the first floor Senate corridors and for cleaning and repairing decorated ceilings in the Speaker's Lobby and Members Retiring Room. In fiscal year 1990, $125,000 was appropriated for conservation of the dirty, damaged, and heavily overpainted frescoes and wall paintings in the first floor north entrance of the Senate wing, known as the Brumidi Corridor ($100,000), and for conservation of the ceiling vaults and lunettes in H-231, the House Minority Leader's Office ($25,000).

Work on the wall paintings will need to be continued for several years to bring those most in need of attention into satisfactory condition. Funding requests will be made in following years to accommodate these needs.

To continue the progress in conserving the wall paintings most in need of structural and aesthetic attention, funds are requested for fiscal year 1991 for the conservation of three additional heavily overpainted frescoed lunettes in the Brumidi corridors, Senate side of the Capitol ($50,000) and for the restoration of the turn-of-the-century ceiling in H-328, House Administration Committee, House side of the Capitol ($25,000).

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS

Cyclical Maintenance (continued)

Design of Plumbing System Renovations..... $ 272,000

Funds were appropriated in fiscal year 1989 for the systems analysis and preliminary design of plumbing renovations in the Capitol, Russell and Cannon Buildings. This phase is now complete. The initial survey identified portions of the Capitol Building plumbing system that require replacement. Funds are now requested to perform the final design of these renovations in the Capitol Building.

Due to the age of various piping systems within the Capitol Building, piping failures are occurring with increasing frequency. These failures require a disruption of building services that are both costly and time consuming. It is therefore necessary to begin a two year program of replacement of various plumbing systems as described in the recently completed consultant study. When existing deteriorated sections of systems are replaced with state of the art materials it should greatly reduce the amount of emergency repairs, thereby allowing greater concentration of manpower on preventive maintenance efforts.

Upon completion of the project the building will have copper or brass pipe for the domestic hot, domestic cold and drinking water systems. The sanitary systems will be primarily copper above ground connected to existing cast iron below ground. The anticipated lifetime for these systems is at least 25 more years for existing copper or brass, 50 years for new copper and 50 years for existing cast iron.

The design and specification preparation for this work will be performed under contract over a period of one year at a cost of $272,000. Construction funds will be requested in fiscal year 1992.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS

Cyclical Maintenance (continued)

Roof Repairs, Capitol Building.....$ 224,000

Funds in the amount of $224,000 are requested on a "No Year" basis for a two year project for the repair of the flat copper roofing above Statuary Hall on the House Side of the Capitol.

The area consists of approximately 5,000 square feet of flat-seamed copper roofing and flashing. In addition, approximately 1,500 square feet of protective cat walk covering must be replaced. This cat walk protects the copper roofing in the area where the Flag Office conducts its daily flag flying operations.

The project will be performed by temporary labor supervised by in house forces. A temporary roof covering, similar to that which was provided to the central portion of the West Central Front roof when it was replaced, will be installed and moved to protect the areas of the roof when work is taking place there.

Total Cyclical Maintenance.....$ 856,000

Continuing and Initiating Other Programs

CADD Database Development.....$ 260,000

Funds are requested to complete the digitization of Capitol Complex grounds from aerial photographs taken in 1986. To date, only Capitol Square (90 acres of the 210 acres under the Architect of the Capitol jurisdiction) has been digitized and incorporated into the CADD database. Though the aerial photographs cover the entire Capitol Complex, only Capitol Square has been completed.

This project would provide necessary outside assistance from a qualified engineering consulting firm to complete this effort. The scope of the project would be to consolidate historical as well as current information on surface and underground characteristics

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS

Continuing and Initiating Other Programs (continued)

CADD Database Development (continued)

including all structures, streets, walks, landscape materials, manholes, underground utility tunnels, conduits, etc. into one CADD database.

This effort will be invaluable in managing not only the grounds, but the security of them as well.

These funds were requested and deferred in fiscal year 1990.

In addition, funds are requested to digitize and input the Hart Senate Office Building mechanical systems. Before the CADD system can be fully utilized for projects that involve the remodeling of existing facilities it is necessary that the database for the existing facility be input into the system. At present the building which requires the most HVAC design revisions on an annual basis is the Hart Senate Office Building. In order to make better utilization of design time in the office it is requested that a consultant be hired to input the existing conditions for the non-equipment room areas within the building. This would involve all mechanical services, i.e., heating, ventilating and air conditioning, sprinkler and plumbing, as well as basic electrical services.

The estimates for the two items requested are as follows.

Grounds and utilities database	$200,000
Mechanical database, Hart Building	60,000
Total	$260,000

Additional CADD Equipment.....$ 89,000

The fiscal year 1991 request for CADD hardware and associated software is for the acquisition of two desk-top UNIX-based computer graphic workstations, the upgrade of one existing workstation, an

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Additional CADD Equipment (continued)

additional disk drive for the CPU to accommodate database storage, and a desk-top color plotter for interior design use. This request is for use in the Architectural and Engineering Divisions and does not include any extensions to remote locations elsewhere on Capitol Hill that may require database access not currently afforded by means of personal computer software packages. This equipment procurement is required for two reasons: 1) Current user demands exceed the number of workstations available at any given time, and 2) existing workstations are based on obsolete processor designs incapable of running contemporary software.

By October 1990, it is anticipated that with the exception of the on-going entry of the Capitol Building, all facilities under the jurisdiction of the Architect of the Capitol will have the architectural features entered into the computer graphic database and will be available for use throughout the system. Available workstations will not relieve the projected use bottleneck. All practical relocations of existing workstations have been utilized. All graphic uses that do not require VAX/VMS or UNIX database interface have been ported to personal computers and less expensive software options. The newer workstations will only be assigned to full-time system users capable of extracting the machine's potential.

The newer workstations cost less - approximately one half as much as slower, less capable platforms purchased four years ago. More importantly, the newer equipment is designed for distributed and stand-alone processing, thus negating or delaying the need for future upgrading on the Intergraph 250 CPU. Newer workstations operate in graphics environments at approximately 10 times the speed of older equipment. Unlike typical word processor or spread-sheet software, this speed enhancement is evident on every command issued and is vital to the user productivity. As our graphic files reach five to six megabytes size each, display times become a major aspect of system use.

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Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Additional CADD Equipment (continued)

The new workstations will also permit use of new software permitting the rasterization (scanning) of existing support documentation that can be associated with graphic elements in support of future facility maintenance functions. Further, new modeling software to permit generation of three-dimensional images of interior design layouts requires the use of the newer and faster platforms. This new modeling interface will do much to enhance communication with Congressional Members and staff during suite planning efforts.

Hazardous Waste Storage Facility.....$ 20,000

Funds in the amount of $20,000 are requested for the purchase or construction of a building/shed/trailer/facility, where the storage and removal of hazardous waste can be accomplished in a safe and secure manner.

A free standing facility for the temporary storage of hazardous waste is needed in order to comply with the regulations of the Environmental Protection Agency, and with sections of the District Fire Prevention Code.

Major regulation and code requirements are as follows. If free-standing, the facility must be set at least 150 feet from any occupied building; or if included within an occupied building, the facility must be fire separated by at least a four hour fire wall. The facility must have the ability to absorb the complete spilled volume of the maximum amount of waste stored, plus fifty percent more to handle any spent water used during fire fighting efforts. The facility must be capable of being secured, to prevent vandalism and to assure accurate and mandated accounting and control procedures. A facility is needed so that storage containers can be kept out of the weather and in good physical condition; and to prevent container deterioration and subsequent leak or rupture.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Hazardous Waste Storage Facility (continued)

Due to the ever changing nature of the Capitol Complex, and to effectively utilize limited funding; a trailer with all the built-in code and safety features has been investigated for use. This trailer could be positioned at the Capitol Power Plant, Coal Yard. Because of its' mobility, the trailer/storage facility could be moved anywhere in the Capitol Complex at a later date if needs change.

Hazardous Waste Disposal of Backlog.....$ 350,000

A one-time clean-up during early fiscal 1991 of all previously identified hazardous materials on-hand at the Capitol Power Plant Coal Yard.

The following amounts of mostly unknown kinds of waste (legally defined as hazardous by the Environmental Protection Agency (EPA)) are presently being stored in the Capitol Power Plant, Coal Yard:

A) 230---- fifty-five gallon drums,
B) 4---- thirty-five gallon drums,
C) 35---- five gallon pails,
D) 6---- other assorted containers,
E) 60---- twelve pound antimony acid batteries,
F) 12---- thirty-to-fifty pound lead acid batteries.

In addition, it can be anticipated that additional materials will be added to the stockpile prior to the commencement of this requested activity for fiscal year 1991.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Hazardous Waste Disposal of Backlog (continued)

These materials have been accumulating over the years and must be disposed of properly in accordance with EPA requirements.

It is believed that once efficient hazardous waste policies and programs are developed and implemented, it will take approximately two to three years for waste stream patterns to develop. Once patterns evolve, costs will be much easier to track and predict. Tightening regulations and constantly changing treatment and disposal costs may, however, negatively affect the predictability of costs. The stockpiled wastes should be removed quickly and efficiently in order to meet the requirements of Federal and District law, to assure that the waste containers remain in good physical condition and are capable of also being used as transportation containers, and to avoid further price increases or regulatory complications.

The evolution of waste stream patterns will also, in all likelihood, establish this organization as a Small Quantity Generator in accordance with the appropriate sections of the Resource Conservation and Recovery Act (RCRA) and the subsequent Hazardous and Solid Waste Amendments. These laws are administered by the EPA. By striving to maintain ourselves as a Small Quantity Generator; we should be able to remain, for all practical purposes, self-regulated.

The estimated costs of the disposal activity are high due to the following reasons. The numbers and costs of labels, protective suits, gloves, drums, pails, pumps, and other packaging and handling equipment can not be accurately estimated until the stockpiled materials begin to undergo processing; and in some cases, not until the storage containers are moved and their stability judged. Labor costs can not be accurately estimated until work actually begins. This situation can be further complicated if any of the containers rupture, or any other unusual labor- or machinery-intensive activities are needed to mitigate

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Hazardous Waste Disposal of Backlog (continued)

dangerous situations prior to shipment. Transportation costs can not be accurately estimated as regulations change and certain landfills, or waste processes, become unavailable. These changes can result in longer or more complicated transportation efforts, and resultant cost increases. The uncertainties that can occur during the long chain of events that must take place between packing for shipment and final disposition can cause disposal costs to be high.

Underground Storage Tank Study.....$ 30,000

Funds are needed to secure a consultants services for the identification of all underground storage tanks, and the creation of a Management Plan of Action that details the actions necessary for compliance with all EPA regulations governing underground storage tanks.

The Environmental Protection Agency has developed underground storage tank regulations to prevent leaks and spills, to find new leaks and spills, and to correct the problems created by past leaks and spills. In addition, EPA requires that owners and operators of underground storage tank pay for correcting problems that they have created, and prevent any further threats to health and the environment.

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Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Underground Storage Tank Study (continued)

For the following reasons, funds for a underground storage tank study are needed. First, we must determine where all underground storage tank are located within the Capitol Complex. Following that, it is needed to determine the types of liquids held, compatibility of the liquids with the construction of the tank, and the applicability of the regulations to each tank, and the overall age and physical condition of each tank and its' associated piping. When those underground storage tank characteristics are identified, each tank's spill and overfill protection must be identified. If there is none, the kind of protection needed to meet regulations must be defined. Each tank must have its leak detection monitoring equipment checked, and if there is none, leak detection monitoring is needed to meet regulations and must be identified. Corrosion protection equipment is needed to meet regulations and must be identified. A Management Plan of Action for underground storage tanks must be developed to suggest any code-required equipment upgrades and/or replacements, to develop a schedule for the timely and responsible implementation of the suggested Management Plan of Action, and to certify, if possible, that all underground storage tanks will meet regulations.

At present, little of this information is known with any degree of certainty. This study should be completed in a timely manner as EPA has setforth a regulatory compliance deadline in 1998. If the Architect of the Capitol were to wait until the deadline for implementation; there would probably be little equipment, consultant, or installation help available. It would be reasonable to expect that most organizations will wait until the last minute to undertake any needed projects.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Preparation of Architectural History of the Bicentennial of the Capitol Building.....$ 30,000

The 200th anniversary of the laying of the cornerstone of the United States Capitol will occur September 18, 1993, at the conclusion of fiscal year 1992. Funds are requested to begin preparation of an appropriate commemoration of that event.

At the centennial anniversary the event was ushered in by the ringing of church bells throughout the city and a procession from the White House by President Cleveland and distinguished guests to the Capitol. A speech by the President and other orations and musical presentations took place at a grandstand erected for the occasion on the east central portico of the Capitol, followed by the installation of a commemorative plaque.

At the time, however, no history of the design and construction of the Capitol had been prepared. None appeared until the issuance of the "History of the United States Capitol" by Glenn Brown, which was first published in 1900 after ten years of preparation. Since that time there has been no other comprehensive history of the Capitol (including its architecture, art and sculpture) prepared with the exception of the work of I. T. Frary, "They Built the Capitol," published in 1940. No work currently exists that pulls together for the modern reader or viewer the illustrated history of the Capitol over its 200-year history.

This $30,000 request will fund the initial preparation of such a work to cover expenses of outside consultants to assist internal staff in preparation of editorial and illustrative material. Funds in fiscal year 1992 will be needed for final production.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Repairs to House Monumental Stairs, East Front.....$3,517,000

The half-barrel stone masonry arch over the carriage way and portions of the masonry substructure supporting the stair are not structurally sound and are in an unsafe condition. Temporary shoring has been built under the existing half-barrel stone arch over the carriage way.

The services of a consulting structural engineering firm were engaged with funds appropriated in fiscal year 1989 to develop construction drawings and contract documents.

These funds are requested to proceed with final repair. As this project will require more than one year to complete, these funds are requested on a 'No Year' basis. Further, in order to prequalify contractors whose experience and reputation in this type of work are of the highest standard, these funds are requested to be exempt from the provisions of Sec. 3709 of the Revised Statutes, as amended.

Telecommunications Funding for the Capitol Complex.....$ 3,000,000

This request will provide funds to plan, procure, and operate the first phase of a backbone Private Integrated Digital Network (PIDN) interconnecting the House, Senate, and Legislative Branch Support Agencies with each other and with other selected U.S. Government and Common Carrier network nodes in the Washington metropolitan area.

Initially limited to voice and circuit switched data applications, the network will ultimately provide transmission capability for high speed data, image and video applications shared by two or more entities connected to the PIDN.

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Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Telecommunications Funding for the Capitol Complex (continued)

Benefits of the PIDN will be both economic and functional. In terms of functionality, the backbone network will consist of fiber optic transmission facilities operated in a digital mode. That combination ensures a much lower transmission error rate, much broader bandwidth to support new applications, and when designed and installed properly, eliminates single points of failure to ensure system redundancy and operation without down-time. Contrasted with earlier copper wire based analog telephone systems, digital technologies, harnessed to micro-processors, provide automatic diagnostic and self-healing capabilities thereby reducing down-time and maintenance costs.

In addition to reduced operating and maintenance cost inherent in the new digital technologies, the PIDN can greatly reduce access charges presently paid the local exchange carrier by providing interagency access through the private network primarily rather than relying on the public exchange network for that purpose. Other local exchange charges like directory services, leased lines and trunks, and message unit charges can be significantly reduced through reliance upon private network services in lieu of public exchange services.

The PIDN can also generate a positive cash flow from pay phones operated by it to provide both local and long distance services as an alternative to existing pay phone arrangements.

In addition to the foregoing benefits, perhaps the greatest advantage of the Legislative Branch PIDN will be its potential to maintain critical emergency communications services to designated offices even though the primary PBX or Central Office switch serving any such office may be impaired or out of operation at a given time. Recent memories of switch failures in both the House and Senate dramatize the importance of providing critical alternative services.

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Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Telecommunications Funding for the Capitol Complex (continued)

Two management biases affect the existing concept of PIDN. First it is believed that the system should be expandable on a modular basis adaptable to seamless, non-disruptive growth capabilities. Second, the PIDN should be designed, installed, and operated by a private sector firm or team of firms specializing in providing such integrated private networking facilities and services and operating under close supervision and control of the Legislative Branch.

To that end it is proposed that the Legislative Branch community, coordinated by the Architect of the Capitol, conduct a competition among qualified firms to design, install and operate PIDN, subject to the direction and approval of the Committee on House Administration of the House of Representatives and the Committee on Rules and Administration of the Senate. These funds are requested to initiate that process and install the first phase of the PIDN.

These funds are requested on a "No Year" basis.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Replace PCB Transformers and Cable.....$4,184,000

The Environmental Protection Agency (EPA) published 40 CFR Part 761 in the Federal Register on July 17, 1985. This regulated the use, repair, disposal of transformers containing polychlorinated biphenyls (PCBs). Since 1929 PCBs have been added to the cooling oils in transformers to make them less flammable. The health hazards of PCBs are now known especially when people are exposed to oxidized (burned) PCB products. The EPA has banned the use of PCB filled network transformers with secondary voltages of 480 volts. The EPA selected transformers of this voltage because of their high fire hazard. Transformers of this type must be reclassified to non-PCB status or removed from service by October 1, 1991.

The EPA recognizes the process of retrofilling PCB transformers with non-PCB liquids to obtain readings in the 50 PPM (parts per million) range; however, transformers with more than 50 PPM are considered to be PCB transformers.

The first phase of this project began in fiscal year 1987 with a contract for the reclassification to non-PCB status of the thirty-six Group I transformers located in the James Madison Memorial Building, Rayburn House Office Building and HOBA No. 2. This phase is now complete with final reclassification of the 36 transformers to non-PCB status pending. Those Group I transformers requiring replacement are now under evaluation for inclusion in a procurement of new replacement transformers.

The contract documents for the replacement of Group II (U.S. Capitol, Longworth House Office Building, and Senate Garage) transformers (22) are being completed and bids should be obtained by August 1990.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Replace PCB Transformers and Cable (continued)

None of the 124 existing transformers are wired with the pressure temperature devices connected to trip the circuit breaker serving them. The EPA requires enhanced electrical protection for all PCB transformers. This protection is recommended as good practice for all transformer installations and has been included in the estimate. The high voltage cable feeding these transformers is single conductor paper and lead. This consists of a copper conductor insulated with oil filled paper with an outer jacket of lead. No tests have been made to determine if the oil in the cable is contaminated with PCBs. There is no practical way to determine this without destroying the cable. Since this cable enters the high voltage switch on the transformer which is filled with PCBs, it is probable that some length of the cable at the transformer switch is contaminated.

The current funding level of $6,226,000 will not be sufficient to complete the transformer reclassification and required replacement of Group I and Group II transformers without replenishment of the $2,184,000 that was reprogrammed during fiscal years 1988 and 1989.

A total of $2,184,000 was reprogrammed for the following projects.

Speaker and House Majority Leader Alterations	$ 80,000
Alterations to ST-50	100,000
Senate Library Modifications	218,000
Additional Electronic Security Systems	945,000
House of Representatives Radio/TV Gallery	431,000
Rental of Warehouse Space	410,000
Total	$2,184,000

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Replace PCB Transformers and Cable (continued)

In addition, a total of $2,000,000 is needed to provide for continuation of this program.

It is anticipated that the fiscal year 1991 budget request will be utilized to begin the reclassification and replacement phases for Group III and Group IV transformers.

These funds are requested on a "No Year" basis and without regard to Section 3709 of the Revised Statutes, as amended.

Automated Payroll System Design.....$ 1,000,000

During fiscal year 1987 a consultant, Touche Ross, was engaged to review the Office's Central Payroll for the purpose of providing an objective and impartial opinion of the conditions of the system, including interfaces with other systems; developing recommendations to improve the system for the short and long term; and providing additional recommendations, if any, regarding overall systems planning and development.

At the conclusion of their review/interview process they identified several concerns and facts pertaining to the Payroll System.

Based on those findings, the consultant provided short and long term actions for consideration; however, their recommendation was to proceed with the long term approach and if we were in agreement the short term actions should be disregarded. Funds were requested in fiscal years 1989 and 1990 to proceed with the long term approach, but were denied.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Automated Payroll System Design (continued)

The House Appropriations Committee directed GAO to examine several Legislative Branch Agencies and their automated systems with a view toward sharing or adopting existing systems, such as the National Finance Center. This process has been completed by the General Accounting Office. These funds are requested to proceed with the implementation of adoption of the National Finance Center system, in the event that a decision is made to proceed on this basis. These funds are requested on a "No Year" basis. Additional funds will be required in future fiscal years to provide for the ongoing support necessary to provide annual operating costs.

Renovation to House Restaurant Kitchen..... .$ 3,000,000

Based on concerns about the efficiency and cleanliness of the House Restaurant Kitchen located in the Capitol Building the Architect of the Capitol retained a consultant to examine the kitchen equipment and operation and to make recommendations on improving the deficiencies.

Funds in the amount of $250,000 were reprogrammed for the design of the renovation.

The consultant's study is underway, but from preliminary findings it is evident that extensive problems exist that may affect both the efficiency and sanitary condition of the food preparation in the kitchen. The consultant's report indicates that a more accurate estimate of the total need will be in the range of $3,000,000. Approval by the Speaker of these modifications to space on the House side of the Capitol is pending. Because this project will take longer than one year to complete funds are requested on a "No Year" basis.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Advanced in Place Monitoring System (EDS).....$ 3,000,000

The Emitter Detection System is an electronic means of detecting illegal electromagnetic listening and emitting devices. These devices are used to transmit testimony or conversations from within a hearing room, or other secure and critical area, to a remote location. Antennas are placed within the secure area, or in the immediate area, which detect and transmit electronic signals to a central computer-aided console manned by the Capitol Police with personnel especially trained to recognize the type of signal such listening devices generate.

In 1986, nine spaces in the Capitol were provided with this equipment, and the central console was located in the Hart Senate Office Building. In 1988, twelve additional spaces located in the Dirksen and Hart Buildings were added to the system. This request for expansion of the system is to accommodate six more spaces in the Capitol and nineteen spaces located in the Cannon, Longworth and Rayburn House Office Buildings. The proposed system will utilize five satellite detection units connected to a central console with redundancy.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Advance in Place Monitoring System (EDS) (continued)

Because this work must be accomplished by a highly specialized and qualified firm, these funds are requested to be exempted from Section 3709 of the Revised Statutes, as amended. These funds are also requested on a "No Year" basis. Approval of this project is pending from the Capitol Police Board.

Total Continuing and Initiating Other Programs	$18,480,000	
Total Increase - NONRECURRING ITEMS	$19,336,000	
TOTAL INCREASES		$21,145,000
Total Estimate for 1991		$35,728,000

Estimate 1991
Capitol Buildings

Objectives

This appropriation provides for the structural and mechanical care of the Capitol; miscellaneous improvements; operation of the mechanical equipment; domestic care of the central portion and most of the areas on the House side; care of Statuary Hall on the House side; and the care of Works of Art in the Capitol; maintenance and operation of the transformer stations in the Capitol group of buildings; and maintenance of the grounds lighting systems. The Architect performs his duties under authority of the Act of August 15, 1876 (19 Stat. 147).

A regular force of 211 employees, spread over day and night shifts as required, is needed for 1991 for the care of this building with its 16 1/2 acres of floor area; the House and Senate Chambers, the Old Senate and Supreme Court Chambers, the Dome, Rotunda, Crypt, 540 rooms occupied as offices, Committee and storage rooms, and restaurants and other areas, including extensive corridors; with its extensive mechanical equipment, such as air conditioning systems with over 2,000 pieces of equipment; the electrical transformer stations with their switchboards, switchgear transformers and other equipment; 25 elevators, 2 lifts, 4 kitchen conveyors, 4 escalators, 2 dumbwaiters; approximately 700 plumbing fixtures and piping; Dome floodlighting and grounds lighting systems, including about 70,000 feet of high tension cable; legislative bell and buzzer systems; extensive electronic equipment including the voting system in House Chamber (placed in operation January 23, 1973); speech reinforcement system in House Chamber; and speech reinforcement system in Senate Chamber (placed in operation January 21, 1971), electric fixtures and wiring.

The force requested for 1991 includes: 1 supervising engineer, 1 assistant supervising engineer, 1 assistant to the supervising engineer, 1 general foreman, 1 supply technician, 1 supply clerk, 23 air conditioning equipment mechanics and helpers, 4 decorator-painters, 1 painter, 7 electricians, 6 elevator mechanics, 2 masons, 1 plasterer, 3 plumbers, 3 sheet metal mechanics, 1 machinist, 3 wood craftsmen, 34 day laborers, 29 night laborers, 3 custodial workers, 35 elevator operators, 2 messenger-drivers, 1 assistant head air conditioning engineer, 1 insulator/pipe coverer, 1 head electrical engineer, 1 assistant head electrical engineer, 1 electrical engineer, 13 electrical power mechanics, 4 elevator mechanics - test branch, 5 public address system operators, 8 electronics mechanics, 5 nurses, 1 secretary, and 7 central office administrative positions.

Schedule C

ARCHITECT OF THE CAPITOL
Capitol Buildings

Detailed Analysis of Change by Activity

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1990 Revised	211	15,848
Minus: Nonrecurring costs		- 1,265
Budget Base, 1991	211	14,583

	1991 Request	
I. Adjustments to Base	Staff	Amount ($000)
A. Mandatory Pay and Related Costs		998
1. Within-grade Increases and Other Changes		298
2. Overtime and Holiday Pay		30
3. Sunday Premium Pay		1
4. Annualization of January 1990 Pay Raise		269
5. January 1991 Pay Raise		101
6. 1991 Excess Day Cost		23
7. Contribution to Retirement Funds		53
8. Payment to Health Benefits Fund		.10
9. Payment to Employees' Compensation Fund		213
B. Price Level Changes		338
1. Penalty Mail		2
2. Rental of Warehouse Space		222
3. Substation Equipment and Repairs		1
4. Maintenance and Repairs Lighting System, Grounds		60
5. Asbestos Abatement		12
6. Supplies and Materials		41
C. Program Increases		
1. Legislation		...
2. Workload		448
a. Additional Storage Space, Washington Star Building		219
b. Elevator Repair		10
c. Annual Painting		50
d. Maintenance and Repair Lighting Systems, Grounds		20
e. Safety Engineering Operations and Maintenance		99
f. Waste Recycling Program		50

Schedule C (continued)

ARCHITECT OF THE CAPITOL
Capitol Buildings

Detailed Analysis of Change by Activity
(continued)

	1991 Request	
I. Adjustments to Base (continued)	Staff	Amount ($000)
3. Equipment, Alterations, Maintenance, Repairs, Etc.		19,361
a. Replace and Improve Senate Restaurant Facility		25
b. Conservation of Decorative Wall Paintings, Speaker's Lobby		180
c. Renovations to Food Service Areas, House Cloakrooms		32
d. Renovations to Capitol Police Offices, ST 1, 3, 5, and 7		73
e. Conservation of Wall Paintings		75
f. Design of Plumbing System Renovations		272
g. Roof Repairs, Capitol Building		224
h. CADD Data Base Development		260
i. Additional CADD Equipment		89
j. Hazardous Waste Storage Facility		20
k. Hazardous Waste Disposal of Backlog		350
l. Underground Storage Tank Study		30
m. Preparation of Architectural History of Bicentennial of the Capitol Building		30
n. Repairs to House Monumental Steps, East Front		3,517
o. Telecommunications Funding, Capitol Complex		3,000
p. PCB Transformers and Cable		4,184
q. Payroll System Improvements		1,000
r. Renovation to House Restaurant Kitchen		3,000
s. Advanced In-Place Monitoring System (EDS)		3,000
II. Net Increase/Decrease Requested		21,145
III. Total Appropriation Request, 1991	211	35,728

ARCHITECT OF THE CAPITOL
Capitol Buildings

Program and Financing (in thousands of dollars)

		1989 actual	1990 est.	1991 est.
	Program by activities:			
10.00	Total obligations	16,022	19,888	32,618
	Financing:			
21.40	Unobligated balance available, start of year	−6,870	−5,889	−1,845
24.40	Unobligated balance available, end of year	5,889	1,845	4,955
25.00	Unobligated balance lapsing	380		
39.00	**Budget authority**	15,471	15,844	35,728
	Budget authority:			
40.00	Appropriation	15,471	16,122	35,728
40.00	Reduction pursuant to P.L. 101-164		−69	
40.00	Reduction pursuant to P.L. 99-177		−205	
43.00	Appropriation (adjusted)	15,471	15,848	35,728
	Relation of obligations to outlays:			
71.00	Obligations incurred, net	16,023	19,888	32,618
72.40	Obligated balance, start of year	6,470	6,628	3,610
74.40	Obligated balance, end of year	−6,628	−3,610	−7,362
77.00	Adjustments in expired accounts	−233		
90.00	Outlays	15,632	22,406	28,866

Object Classification (in thousands of dollars)

		1989 actual	1990 est.	1991 est.
	Personnel compensation:			
11.1	Full-time permanent	4,756	5,183	5,777
11.3	Other than full-time permanent	86	40	40
11.5	Other personnel compensation	1,024	1,151	1,239
11.9	Total personnel compensation	5,866	6,374	7,056
12.1	Civilian personnel benefits	2,528	2,961	3,277
13.0	Benefits for former personnel	125	300	300
21.0	Travel and transportation of persons	9	1	1
23.2	Rental payments to others	285	265	706
23.3	Communications, utilities, and miscellaneous charges	24	105	107
24.0	Printing and reproduction	1		
25.0	Other services	6,348	9,389	20,523
26.0	Supplies and materials	409	373	414
31.0	Equipment	427	120	234
99.9	Total obligations	16,022	19,888	32,618

Personnel Summary

Total number of full-time permanent positions	204	211	211
Total compensable workyears:			
Full-time equivalent employment	187	196	212
Full-time equivalent of overtime and holiday hours	22	24	25

Note: This table was not included in the President's budget for 1991

CAPITOL BUILDINGS

OBJECT CLASSIFICATION

[In thousands of dollars]

Item	1989 actual	1990 estimate	1991 estimate
25.0 Other services:			
General annual repairs and alterations	$99	$105	$105
Elevator maintenance and repairs	51	45	55
Annual painting	264	205	255
Maintenance, air-conditioning system	43	45	45
Insect and pest control	2	7	7
Miscellaneous improvements	95	134	125
Maintenance and rental of office and computer equipment	1,646	1,726	1,726
Substation equipment and repairs	12	14	14
Maintenance and repair, lighting system, grounds and floodlighting dome of Capitol	76	77	157
Repairs, works of art	77	80	80
Maintenance of audio and signal systems	16		
Installation of office intrusion alarms	18	51	50
Conservation of wall paintings	67	125	75
Exterior pointing and caulking	59	59	59
Display cases in crypt	17	10	10
Asbestos abatement	98	100	112
Dish conveyor equipment parts study	39		
Plumbing study (design)	75		272
Maintenance of hydraulic barriers	10	12	12
Telecommunications support, Capitol complex	402	75	75
Telecommunications funding, Capitol complex			3,000
Alterations to Room H-419	58		
Chandelier replacement	36		
Training	30	34	34
Safety engineering operations and maintenance			499
Replace dishwashing machine, Senate side		84	
Additional magnetometers and x-ray machines, House side		192	
CADD data base development		150	260
Security systems, Capitol complex	523	615	205
Maintenance of electronics systems, Capitol complex	1,033	1,274	1,274
Replacement of Minton Tile	372	39	
Recondition various air-conditioning units	261	295	443
Replace roofing, west central section, Capitol building	6		
Computer-aided design and drafting system	3	4	
Alterations to Room H-140		120	180
Program for energy conservation	23	75	112
PCB transformers and cable	139	2,564	2,184
Rental of warehouse space		13	
Telecommunications plan, section 305	3	4	
Smoke detection and voice fire alarm system	62	338	
Renovation to Room ST-50		1	
Alterations to Room H-201, H-206, and H-210, Capitol	18		
Alterations to Senate Library, fourth floor	18	33	50
Renovations to House TV/Radio Galleries	419		
House monumental steps, East front	178	322	3,517
Payroll systems improvements			800
House and Senate east front sidewalk lift replacement		214	
EMCS operations and maintenance		42	42
Repair fireplace exhaust system		100	100
Renovation to House restaurant kitchen			1,500
Conservation of decorative wall paintings			180
Renovations of food service areas, House cloakroom			32
Renovations to Capitol Police offices, ST-1, 3, 5, and 7			73
Waste recycling program			50
Preparation of architectural history of the bicentennial of the Capitol building			30
Advance in-place monitoring system			2,500
Roof repairs, Capitol building			224
Combined projects adjustment		6	
Total, other services	$6,348	$9,389	$20,523

ITEMS UNDER WHICH NO CHANGES OCCUR

Travel	$ 600
Communications	92,000
Miscellaneous Improvements	125,000
Repairs, Works of Art	80,000
Annual Painting	205,000
Insect and Pest Control	7,000
Maintenance of Air Conditioning System	45,000
Annual Equipment	75,000
General Annual Repairs and Alterations	105,000
Maintenance and Rental of Office and Computer Equipment	1,725,800
Installation of Office Intrusion Alarm Systems	50,000
Unemployment Compensation	300,000
Training	34,000
Exterior Pointing and Caulking	59,000
Maintenance and Repair, Lighting Systems, Grounds	77,000
Exhibits, Display Cases in the Crypt	10,000
Maintenance of Hydraulic Barriers	12,000
Telecommunications Support, Capitol Complex	75,000
Maintenance of Electronic Systems	1,274,000

Schedule A

ARCHITECT OF THE CAPITOL
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	FY 89 ACTUAL * STAFF	FY 89 ACTUAL * DOLLARS ($000)	FY 90 ESTIMATE STAFF	FY 90 ESTIMATE DOLLARS ($000)	FY 91 ESTIMATE STAFF	FY 91 ESTIMATE DOLLARS ($000)	NET CHANGE 90/91 STAFF	NET CHANGE 90/91 DOLLARS ($000)
1. Breakdown by Activity:								
Capitol Buildings	204	16,023	211	15,848	211	35,728		19,880
Total	204	16,023	211	15,848	211	35,728		19,880
2. Breakdown by Object Class:								
11 Personnel Compensation		5,867		6,374		7,056		682
12 Personnel Benefits		2,528		2,961		3,277		316
13 Benefits to Former Personnel		125		300		300		
21 Travel		9		1		1		
22 Transportation of Things								
23 Rent, Communications and Utilities		309		370		813		443
24 Printing and Reproduction		1						
25 Other Services		6,348		5,349		23,633		18,284
26 Supplies and Materials		409		373		414		41
31 Equipment		427		120		234		114
32 Land and Structures								
42 Insurance Claims and Indemnities								
Total		16,023		15,848		35,728		19,880

* Includes Obligations from Prior Year "No Year" Authority

Schedule B

ARCHITECT OF THE CAPITOL
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	MANDATORY PAY AND RELATED COSTS STAFF	MANDATORY PAY AND RELATED COSTS DOLLARS ($000)	PROGRAM TYPE CHANGES: PRICE LEVEL CHANGES STAFF	PRICE LEVEL CHANGES DOLLARS ($000)	LEGISLATION STAFF	LEGISLATION DOLLARS ($000)	WORKLOAD STAFF	WORKLOAD DOLLARS ($000)	EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC. STAFF	EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC. DOLLARS ($000)	TOTAL CHANGES STAFF	TOTAL CHANGES DOLLARS ($000)
1. Breakdown by Activity:												
Capitol Buildings		998		338				448		19,361		21,145
Total		998		338				448		19,361		21,145
2. Breakdown by Object Class:												
11 Personnel Compensation		682										682
12 Personnel Benefits		316										316
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities				224				219				443
24 Printing and Reproduction								229				229
25 Other Services				73						19,247		19,320
26 Supplies and Materials				41								41
31 Equipment										114		114
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		998		338				448		19,361		21,145

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Estimate 1991
Summary
Capitol Grounds

Capitol Grounds
Summary

	Positions	Amount
1990 Appropriation in annual act	84	$ 4,331,000
Sequestration pursuant to P.L. 99-177	...	(-) 55,000
Reduction pursuant to P.L. 101-164	...	(-) 19,000
Total Appropriation 1990 Revised	84	$ 4,257,000
1990 Nonrecurring Deductions		
Replace Sprinkler Heads	...	$ 12,000
Replacement of Bituminous Concrete Paving at Various Locations	...	137,000
Restoration of Peace Monument and Fountain Base	...	145,000
Replace Sidewalks at Various Locations	...	325,000
Equipment Replacement:		
Replace Backhoe Loader	...	30,000
Replace Three Pick-up Trucks	...	27,000
Replace Dump Truck	...	28,000
Total 1990 Nonrecurring Deductions	...	(-) 704,000
Total 1991 Base	84	$ 3,553,000
Increases		
Mandatory Items		
Within-grade Promotions, Wage Board Employees	...	$ 57,000
Within-grade Salary Advancements and Other Changes, GS Employees	...	3,000
Wage Rate Increases, Wage Board Employees, January, 1990 pay raise	...	90,000
Increased Civilian Pay Act Cost, January, 1990	...	7,000
Wage Rate Increases, Wage Board Employees, January, 1991 pay raise	...	35,000
Increased Civilian Pay Cost, January 1991	...	2,000
1991 Excess Day Cost	...	9,000
Payment to Health Benefits Fund	...	42,000
Total Mandatory Items	...	245,000

Capitol Grounds
Summary
(continued)

	Positions	Amount	Positions	Amount
Annual Recurring Maintenance				
Fee, Disposal of Solid Waste (contractual)	...	$ 10,000		
Supplies and Materials	...	10,000		
Total Annual Recurring Maintenance			...	20,000
Nonrecurring Items				
Cyclical Maintenance				
Replace Sidewalks at Various Locations	...	$ 154,000		
Replace Street Lighting System, N.E. & N.W. Quad	...	200,000		
Repair Balustrade Walls, 1st Street, N.W. & S.W.	...	265,000		
Repair Exposed Aggregate, Top of Senate Garage	...	100,000		
Replacement of Street Light Poles	...	150,000		
Conservation of Garfield Memorial	...	40,000		
Equipment Replacement:				
Replace Trash Receptacles	...	40,000		
Two Vans for Shuttle Service	...	88,000		
Replace Street Sweeper	...	85,000		
Replace Compactor and Truck	...	55,000		
Replace 1978 GMC Van	...	19,000		
Total Cyclical Maintenance	...	$1,196,000		
Total Nonrecurring Items			...	$ 1,196,000
Total Increases			...	$ 1,461,000
Total Estimate for 1991			84	$ 5,014,000

CAPITOL GROUNDS -- (Net Increase for 1991.....$757,000)

1990 Appropriation in annual act		$ 4,331,000
Sequestration pursuant to P.L. 99-177		(-) 55,000
Reduction pursuant to P.L. 101-164		(-) 19,000
Total Appropriation 1990 Revised		$ 4,257,000
Deductions - Nonrecurring Items		
Replace Sprinkler Heads	$ 12,000	
Replacement of Bituminous Concrete Paving at Various Locations	137,000	
Restoration of Peace Monument and Fountain Base	145,000	
Replace Sidewalks at Various Locations	325,000	
Equipment Replacement:		
Replace Backhoe Loader	30,000	
Replace Three Pick-up Trucks	27,000	
Replace Dump Truck	28,000	(-) 704,000
Base for 1991		$ 3,553,000

Increases

MANDATORY ITEMS

Within-grade promotions, wage board employees	$ 57,000
Within-grade salary advancements and other changes, GS employees	3,000
Wage rate increases, wage board employees, January, 1990 pay raise	90,000
Increased civilian pay act cost, January, 1990	7,000
Wage rate increases, wage board employees, January, 1991 pay raise	35,000
Increased civilian pay act cost, January, 1991	2,000
1991 excess day cost	9,000
Payment to health benefits fund	42,000
Total Increase - MANDATORY ITEMS	$ 245,000

627

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS

Fee, disposal of solid waste (contractual) increased from $280,000 to $290,000	$ 10,000

This work is performed under contract, and involves the removal of solid waste from various buildings in the Capitol Complex. These include the Capitol, the House and Senate Office Buildings, the Botanic Garden and the Supreme Court Building, funding for which is provided in another appropriation. For fiscal year 1991, an increase of $10,000 is requested to cover the anticipated cost of these services. The District of Columbia recently increased disposal fees at the regional waste disposal site by 14%.

Supplies and Materials increased from $110,000 to $120,000	10,000

An increase to Supplies and Materials is requested to provide for the various items procured for the maintenance of the Capitol Grounds. The largest increases are requested for grass seed ($3,000), providing for new trees ($1,000) and maintaining the space recently planted around the new Police Headquarters Building ($5,000).

Total Increase - ANNUAL RECURRING ITEMS	$ 20,000

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS

Cyclical Maintenance

Replace Sidewalks at Various Locations.....$ 154,000

The replacement of concrete sidewalks is an ongoing program for which funds are requested as the need arises. The work to be performed is realignment of the bluestone edging and the replacement of deteriorated sidewalks in areas where major cracks, holes and uneven surfaces exist. This work is necessary to maintain a high level of public safety.

Approximately 2,270 square yards of concrete sidewalks will be replaced with exposed aggregate. The estimated cost of this work is approximately $70 per square yard. Approximately 570 square yards of sidewalk will be replaced on the House side, along the west side of South Capitol Street between C and D Streets, S.E. Another 1,700 square yards will be replaced on the Senate side, around Square 724 along 1st, 2nd, and D Streets, N.E.

Replace Street Lighting System, Northeast and Northwest Quadrant..... $ 200,000

The electrical distribution system presently serving the street and walkway lights in the Northeast and Northwest quadrants of the Capitol Grounds requires equipment and lamps with specialized electrical characteristics. The system operates with seven circuits, each wired in series. The lamps and other components used for this type of system were manufactured to operate solely on series circuits, which have been discontinued throughout the country. Manufacturers have therefore discontinued the production of this specialized equipment. Since the lamps and associated equipment are no longer available, this system needs to be replaced at this time. In addition, the wiring is in poor condition and the constant current transformers feeding the system contain PCB contaminated oil.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Replace Street Lighting System, Northeast and Northwest Quadrant (continued)

The new installation will include replacement of the existing electrical distribution system and the transformers, located in the Senate Underground Garage, the installation of new transformers and wiring located around the Northeast and Northwest quadrant of the Capitol Grounds, and replacement of the street light sockets, lamps and transformers. Trenching and new conduit will be required in locations where existing underground conduits have collapsed.

This project was requested in fiscal year 1990. The Senate Report on the fiscal year 1990 Appropriations Bill (S. Rept. 101-106) recommended that this project 'will proceed...when funds become available during the course of the fiscal year due to slippage in other projects.' However, certain other provisions reduced the overall availability of funds in the Capitol Grounds appropriation by $356,000: $19,000 to fund the drug program, $55,000 for the GRH sequestration, and $282,000 for the franked mail amendment. Thus, there are not sufficient funds available to begin actual work on the project during fiscal year 1990. Thus, the entire project is being requested again.

This work will be performed over a multi year period and will cost a total of $400,000. The amount of $200,000 is requested to be appropriated on a 'No Year' basis, and to leave that amount in the base for one year, thus providing the total cost of $400,000 over two years. The $200,000 requested for fiscal year 1991 will provide funds for the design, and once that is completed, the balance of the $200,000 will provide for construction, and this project will begin.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Replace Street Lighting System, Northeast and Northwest Quadrant (continued)

Should funds become available, in accordance with S. Rept. 101-106, for design work during fiscal year 1990, the $200,000 requested for fiscal year 1991 will be used to begin actual construction. If the design work is able to begin during fiscal year 1990, then the entire amount of $200,000 will not be required to complete the project in fiscal year 1992, and a reduction will be made to the amount remaining in the base.

Repair Balustrade Walls, 1st Street, N.W. and S.W..... $ 265,000

The balustrade walls on 1st Street, N.W. and S.W. are in a deteriorating condition and need immediate attention. The scope of the work will include replacing deteriorated stones and resetting 61 pieces of coping stone; 53 arch pieces; 274 balusters and 61 sill pieces.

The Architect of the Capitol Stone Division recently surveyed the condition and found the following.

Several of the coping stones show some damage caused by spalling. However, the deterioration that shows up in the lower pieces is not as evident in these stones. Although, some softness is found along the rope carving below the front edge, these stones are in very sound condition with no replacements required.

Several of the arch pieces are broken and need to be replaced. Also a larger number of these pieces show fractures that have not as yet separated but are noticeably visible. The condition of some of these pieces caused by deterioration is such that some damage should be expected in the removal and resetting. A minimum replacement of eleven pieces is anticipated.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Repair Balustrade Walls, 1st Street, N.W. and S.W (continued)

A minimum of ?18 pieces of the small balusters need replacing. This number represents only the most deteriorated and obvious of these damaged pieces. Approximately half this number are camouflaged by blistered stone that shows very little damage to the outside other than a slightly raised surface. However, these pieces are detoriorating below this surface shell and it is only a matter of a short time until these pieces show the decay that is now well advanced. It is recommended that these pieces also be replaced in the near future -- the balance of pieces required.

The condition of the sills is as obvious as the balusters and can be described in much the same way. The exception -- the blistered and damaged areas, areas which have a tendency to hold water, ice, etc., causing a more rapid expansion of damages. Twenty five pieces of sill should be replaced.

The work will be performed by temporary personnel assigned to the Stone Division and supervised by in-house personnel. The work is estimated to cost $265,000 of which approximately $190,000 is for materials and $75,000 for labor and contingency.

Repair Exposed Aggregate, Top of Senate Garage..... $ 100,000

It is requested to repair the cracked and spalled areas of the existing pink and gray exposed aggregate paving located on the plaza above the Senate Garage. In researching the proposed project it was found that reconstruction and repairs were performed in 1955.

This work is estimated to cost $100,000, and will be performed by temporary labor supervised by in-house personnel.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Replacement of Street Light Poles..... $ 150,000

Funds in the amount of $300,000 are requested over two years to purchase approximately 100 street light poles and bases, located on Capitol Grounds, which have become physically deteriorated.

In the first phase effort, approximately 50 poles and bases purchased in fiscal year 1991 would provide replacements for those located around the Rayburn Underground Garage and Rayburn House Office Building. Funds in the amount of $150,000 are requested for this first phase. An additional $150,000 will be requested as part of an on-going program for replacement of physically deteriorated street light poles and bases on other portions of the Capitol Grounds.

These street light poles must be replaced for several reasons. The primary need for the street light poles surrounding the Rayburn Underground Garage and Rayburn House Office Building is safety related. The original poles were installed in the mid-50's. The metal bases and poles used at the time were not of sufficiently durable construction to last more than three decades. The metal has rusted and rotted, leaving some of the poles structurally unstable. Wind has knocked some of these poles over. The new poles will be of a sound design that should last many more years than the existing poles. The poles that are proposed to be replaced in fiscal year 1992 have been identified as being structurally unsound and are located in various places throughout the Capitol Grounds.

A secondary reason to replace these poles is aesthetic; it is proposed to provide a standardized model throughout the Capitol Grounds.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Replacement of Street Light Poles (continued)

It is proposed to begin the replacement of these poles in fiscal year 1991 with the requested amount of $150,000, and leave that amount in the base for fiscal year 1992 to complete the acquisition and replacement throughout the grounds. Thereafter, replacement poles will be procured on an as needed basis.

Conservation of the Garfield Memorial..... $ 40,000

The President James Abram Garfield Memorial by John Quincy Adams Ward was erected in 1887 in a small circle at the foot of Capitol Hill by the Society of the Army of the Cumberland. Congress appropriated $30,000 for the pedestal. The circle at Maryland Avenue and First Street was under National Park Service jurisdiction until 1973, when it was added to the Capitol Grounds.

The Garfield Memorial is an important bronze multi-figure monument by a leading late nineteenth century American sculptor. In addition to a standing portrait of the assassinated president, the sculpture includes three allegorical figures representing his careers as scholar, soldier, and statesman.

Inquiries with the National Park Service revealed that no regular maintenance or conservation was performed on the statue for many years. In 1982, no pitting of the bronze had been identified, but it was recommended that the statue be cleaned and treated. Almost another decade of continuing deterioration to the unprotected bronze will have passed by 1991.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Conservation of the Garfield Memorial (continued)

The bronze is covered with light green powder and streaks of black, both corrosion products which should be removed. Areas of rust from ferrous materials should be eliminated. The patination should be restored, and the bronze protected with special lacquer and wax to prevent further corrosion. Cleaning and waxing will need to be repeated on a regular basis. The granite base should also be cleaned and pointed.

The amount requested is based on a proposal from a qualified contractor. In addition, funds are requested for the pointing and cleaning of the granite, which will be performed by in-house forces.

Equipment Replacement.....$ 287,000

Several major items of equipment that are used virtually on a daily basis require replacement to maintain the upkeep of the Capitol Grounds. These items are listed below. A capital equipment replacement schedule for the Grounds equipment has been developed. This schedule provides an orderly, planned replacement program for the Grounds motorized equipment. The items requested here are deemed critical to continue current operations.

Replace Trash Receptacles..... $ 40,000

Funds in the amount of $40,000 are requested to replace 100 trash receptacles on the Capitol Grounds.

The existing wooden receptacles have been used for over 20 years and need constant repairs. The proposed replacement receptacle is maintenance free and is of a design that is in-keeping with the dignity of the surroundings.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Equipment Replacement (continued)

Two Vans for Shuttle Service..... $ 88,000

Funds are requested to purchase two seventeen passenger vans to be used in the Legislative Branch Shuttle Service. Presently, two eleven passenger vans are being leased. These are not built with heavy duty chassis, suspensions, transmissions or other equipment to accommodate passenger service. These new vans will have all necessary heavy use modifications, including perimeter seating for ease of entering and exiting and a heavy duty heating and cooling system.

In addition to the advantages of purchasing vans specifically built to accommodate passenger service, it is proposed to purchase vans that have been modified specifically to permit their use by disabled passengers. These vans will be provided with wheelchair lifts to enable ease of use by passengers who cannot enter and exit through the van door. At the present time, there is no handicapped shuttle service available throughout the Capitol Complex.

The estimated cost of purchasing these two vans is $88,000.

Replace Street Sweeper..... $ 85,000

It is requested to purchase one heavy duty mechanical street sweeper to replace a 1983 FMC Sweeper.

By 1991, the existing street sweeper, will be worn due to age and constant use to the degree that repair would no longer be economically feasible. Replacement is therefore warranted to continue the cleaning of the Capitol Grounds.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Equipment Replacement (continued)

Replace Street Sweeper (continued)

The sweeper is used for cleaning streets, roadways, walkways and parking lots on the Capitol Grounds.

The estimated cost of a new heavy duty street sweeper is $85,000.

Replace Compactor and Truck..... $ 55,000

It is requested to purchase a 16 cubic yard capacity compactor and truck to replace a 1986 truck and 1976 compactor. This truck and compactor caught fire and burned recently. Damage was too great to warrant repairs. This equipment was used daily on the Grounds for bulk waste removal not taken by the solid waste contractor.

The estimated cost of a new compactor and truck is $55,000.

Replace 1978 GMC Van..... $ 19,000

Funds are requested to replace a 1978 GMC van that is no longer in use due to its deteriorated condition. This van was used in making deliveries of supplies and materials to the various shops and for hauling plant materials on the grounds.

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Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Equipment Replacement (continued)

Replace 1978 GMC Van (continued)

The delivery of supplies and materials to various shops is needed on a daily basis. Specialty items not normally carried as inventory are often required for repair and renovation projects. Delay in delivering these materials is costly; thus a van is sent to pick up these special orders rather than await vendor delivery.

The van was also used for the transport of various plant materials.

The estimated cost of purchasing another delivery van is approximately $19,000.

Total Cyclical Maintenance	$1,196,000	
Total Increase - NONRECURRING ITEMS	$1,196,000	
TOTAL INCREASES		$ 1,461,000
Total Estimate for 1991		$ 5,014,000

Estimate 1991
Capitol Grounds

Objectives

This appropriation provides for the care of the Capitol Grounds as defined in the Act of July 31, 1946, as amended by the Acts of October 20, 1967 (40 U.S.C. 193a) and Section 739 of Public Law 93-198 (87 Stat. 825-830) and further amended by Public Law 96-432 (94 Stat. 1851). Approximately 191 acres of lawn areas, sidewalks, streets and roadways comprise the Capitol Grounds. Thousands of trees and shrubs, lawn irrigation systems with approximately 10,000 sprinkler heads, underground sewer and drainage systems, terraces, retaining walls, fountains, and reflecting pools are located on the Capitol Grounds. The landscaped areas above the two underground House Garages, the House and Senate parking lots, the Taft Memorial, traffic signals, walk lights and demand lights, are also maintained by the grounds force. The care and operation of the grounds' motor and other equipment is performed by mechanics funded in this appropriation.

For many years, the Capitol Grounds comprised only the area lying between Independence Avenue and Constitution Avenue and First Street East and First Street West and totaled 58.8 acres. In 1929-1935, the Capitol Grounds were enlarged by the acquisition and development of the area north of Constitution Avenue, lying between that Avenue and Union Station. This addition of 61.4 acres increased the total area of the Capitol Grounds to 120.2 acres.

With the acquisition in recent years of the Hart Senate Office Building site and the streets added by Public Law 93-198, the streets and sidewalks added by Public Law 95-432, and the transfer of the former GSA Coal Yard, located at 42 Eye Street, S.E., the Capitol Grounds' force now maintains a total of approximately 191 acres.

The Architect performs his duties under authority of the Acts of August 15, 1876 (19 Stat. 147), March 4, 1929 (45 Stat. 1694), and July 31, 1946 (60 Stat. 718), as amended by the Act of October 20, 1967 (81 Stat. 275) and the Act of December 24, 1973 (87 Stat. 825-830). A regular force of 84 gardeners, helpers, laborers, mechanics, and supervisory personnel is required for 1991. A breakdown of the force is as follows:

Schedule C

ARCHITECT OF THE CAPITOL
Capitol Grounds

Detailed Analysis of Change by Activity

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1990 Revised	84	4,257
Minus: Nonrecurring costs		- 704
Budget Base, 1991	84	3,553

I. Adjustments to Base	1991 Request	
	Staff	Amount ($000)
A. Mandatory Pay and Related Costs		245
1. Within-grade Increases and Other Changes		60
2. Annualization of January 1990 Pay Raise		97
3. January 1991 Pay Raise		37
4. 1991 Excess Day Cost		9
5. Payment to Health Benefits Fund		42
B. Price Level Changes		15
1. Disposal of Solid Waste		10
2. Supplies and Materials		5
C. Program Type Changes		
1. Legislation		...
2. Workload		5
a. Supplies and Materials		5
3. Equipment, Alterations, Maintenance, Repairs, Etc.		1,196
a. Replace Sidewalks at Various Locations		154
b. Replace Street Lighting System, N.E. & N.W. Quad		200
c. Repair Balustrade Walls, 1st Street, N.W. & S.W.		265
d. Repair Exposed Aggregate, Top of Senate Garage		100
e. Replacement of Light Poles		150
f. Conservation of Garfield Memorial		40
g. Replace Trash Receptacles		40
h. Two Vans for Shuttle Service		88
i. Replace Street Sweeper		85
j. Replace Compactor and Truck		55
k. Replace 1978 GMC Van		19
II. Net Increase/Decrease Requested		1,461
III. Total Appropriation Request, 1991	84	5,014

ARCHITECT OF THE CAPITOL
Capitol Grounds

Program and Financing (in thousands of dollars)

		1989 actual	1990 est	1991 est
10.00	Total obligations	3,284	4,494	5,224
	Financing:			
21.40	Unobligated balance available, start of year	−625	−567	−330
24.40	Unobligated balance available, end of year	567	330	120
25.00	Unobligated balance lapsing	345		
39.00	**Budget authority**	3,771	4,257	5,014
	Budget authority:			
40.00	Appropriation	3,771	4,331	5,014
40.00	Reduction pursuant to P.L. 101-164		−19	
40.00	Reduction pursuant to P.L. 99-177		−55	
43.00	**Appropriation (adjusted)**	3,771	4,257	5,014
	Relation of obligations to outlays:			
71.00	Obligations incurred, net	3,284	4,494	5,224
72.40	Obligated balance, start of year	549	450	514
74.40	Obligated balance, end of year	−450	−514	−484
77.00	Adjustments in expired accounts	−12		
90.00	Outlays	3,371	4,430	5,254

Object Classification (in thousands of dollars)

		1989 actual	1990 est	1991 est
	Personnel compensation:			
11.1	Full-time permanent	1,799	2,068	2,243
11.3	Other than full-time permanent	26	17	17
11.5	Other personnel compensation	255	334	348
11.9	Total personnel compensation	2,080	2,419	2,608
12.1	Civilian personnel benefits	361	480	536
21.0	Travel and transportation of persons	1		
25.0	Other services	476	1,389	1,662
26.0	Supplies and materials	110	110	120
31.0	Equipment	256	96	298
99.9	Total obligations	3,284	4,494	5,224

Personnel Summary

Total number of full-time permanent positions	84	84	84
Total compensable workyears:			
Full-time equivalent employment	71	79	84
Full-time equivalent of overtime and holiday hours	6	8	8

Note: This table was not included in the President's budget for 1991.

CAPITOL GROUNDS

OBJECT CLASSIFICATION

[In thousands of dollars]

Item	1989 actual	1990 estimate	1991 estimate
25.0 Other services:			
General annual repairs	$22	$25	$25
Insect and pest control	3	6	6
Miscellaneous improvements		12	10
Exterior pointing and caulking	22	22	22
Motor truck and tractor repairs	14	15	15
Motor and hand mower repairs	4	7	7
Snow removal	4	30	30
Maintenance of signal lights		6	6
Repairs to streets, sidewalks, curbs, and other areas	18	32	32
Maintenance, Taft Memorial	4	5	5
Repair retaining walls	30		
Annual maintenance, concrete pavers, Capitol terraces	20	20	20
Disposal of solid waste	254	280	290
Rental of shuttle vans	11	11	11
Replace sprinkler heads	11	12	
Disposal of bulk waste	33	47	47
Maintenance of Old Providence Hospital site		76	
Restoration of Peace Monument and Fountain Base		145	
Training	1	9	9
Replace sidewalks at various locations		325	154
Replacement of broad walkway approaches on west side of Capitol	17	8	310
Security improvements to east front plaza	1	1	
Design and cost estimates for security improvements		10	
Maintenance of manual bollards & security equipment	7	8	8
Replace lighting standards and heads, east and west lawns		140	20
Replace bituminous concrete paving at various locations		137	
Repair balustrade walls, First Street, N.W. & S.W.			265
Repair exposed aggregate, top of Senate garage			100
Replacement of street light poles			150
Conservation of Garfield Memorial			40
Replace street lighting system, N.E. and N.W. quadrants			80
Total, other services	$476	$1,389	$1,662

Objectives (continued)

11	employees in care of the Grounds of House Office Buildings and Annexes, Capitol Power Plant and landscaped areas around and above underground garages, Southeast and Southwest Grounds.*
11	employees in care of the Grounds of Senate Office Buildings, Northeast and Northwest Grounds.*
15	employees in care of the Grounds in vicinity of Capitol Building.*
8	employees for tree surgery work.
6	employees on lawn irrigation systems.
7	employees for maintenance of motor and other mechanical equipment.
4	employees on sewer and concrete work.
10	employees for trash and materials handling branch.
3	employees for providing shuttle service.
4	employees for direction, supervision, and clerical work.
5	employees in specialized planting, pruning, spraying, landscape work and gardening.

* Includes trimming, cultivating, weeding, planting, transplanting, spraying, pruning, grass cutting, and other gardening functions.

During inclement weather, the Capitol grounds employees are used for such work as repair and sharpening of tools, repair of equipment, cleaning debris from the Capitol, and other miscellaneous cleaning work. They are also used for raking and removing leaves, snow removal, and assisting in preparing for functions, band concerts, parades, unveiling exercises and other Capitol ceremonies, Flag Day exercises, Inaugural Ceremonies, and the like.

ITEMS UNDER WHICH NO CHANGES OCCUR

Maintenance of Signal Lights	$ 6,500
Maintenance, Taft Memorial	5,000
Exterior Pointing and Caulking	22,000
Miscellaneous Improvements	10,000
Repairs to Streets, Sidewalks, Curbs, and Other Areas	32,000
Annual Maintenance and Replacement of Concrete Pavers, Terraces of Capitol	20,000
Training	9,000
Insect and Pest Control	6,500
Equipment: Annual	10,800
Rental of Shuttle Vans	11,000
Disposal of Bulk Waste	47,000
Motor Truck and Tractor Repairs	15,000
Motor and Hand Mower Repairs	6,000
Snow Removal	30,000
Maintenance of Manual Bollards and Security Equipment	8,000
General Annual Repairs	25,200

Schedule A

ARCHITECT OF THE CAPITOL
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	FY 89 ACTUAL * STAFF	FY 89 ACTUAL * DOLLARS ($000)	FY 90 ESTIMATE STAFF	FY 90 ESTIMATE DOLLARS ($000)	FY 91 ESTIMATE STAFF	FY 91 ESTIMATE DOLLARS ($000)	NET CHANGE 90/91 STAFF	NET CHANGE 90/91 DOLLARS ($000)
1. Breakdown by Activity:								
Capitol Grounds	84	3,284	84	4,257	84	5,014		757
Total	84	3,284	84	4,257	84	5,014		757
2. Breakdown by Object Class:								
11 Personnel Compensation		2,080		2,419		2,608		189
12 Personnel Benefits		361		480		536		56
13 Benefits to Former Personnel								
21 Travel		1						
22 Transportation of Things								
23 Rent, Communications and Utilities								
24 Printing and Reproduction								
25 Other Services		476		1,152		1,452		300
26 Supplies and Materials		110		110		120		10
31 Equipment		256		96		298		202
32 Land and Structures								
42 Insurance Claims and Indemnities								
Total		3,284		4,257		5,014		757

* Includes Obligations from Prior Year 'No Year' Authority

Schedule B

ARCHITECT OF THE CAPITOL
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.			
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Activity:												
Capitol Grounds		245		15				5		1,196		1,461
Total		245		15				5		1,196		1,461
2. Breakdown by Object Class:												
11 Personnel Compensation		189										189
12 Personnel Benefits		56										56
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services				10				5		909		924
26 Supplies and Materials				5								5
31 Equipment										287		287
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		245		15				5		1,196		1,461

Estimate 1991
Summary
Senate Office Buildings

Senate Office Buildings
Summary

	Positions	Amount
1990 Appropriation in annual act	585	$35,320,000
Sequestration pursuant to P.L. 99-177	...	(-) 351,000
Reduction pursuant to P.L. 101-164	...	(-) 152,000
Total Appropriation 1990 Revised	585	$34,817,000

	Positions	Amount
1990 Nonrecurring Deductions		
Renovate Former Telephone Frameroom to Office Space, SD-173	...	$ 52,000
Renovation of SRB-68, Barber Shop	...	100,000
Renovation to Video Tape Facilities	...	50,000
Construction of Telecommunications Work Room, SD-180	...	53,000
Purchase of Storage Racks and Shelving	...	74,000
Main Kitchen Remodeling, Dirksen Building	...	955,000
Renovation of South Cafeteria, Dirksen Building	...	676,000
Additional Legislative Clocks, Senate Office Buildings	...	110,000
Install and Modify Fire Alarm Systems	...	300,000
Design for Additional Elevators	...	600,000
Additional Computer Syetem Installations and Power Conditioners	...	1,000,000
Purchase of Scrubber Sweeper and Other Equipment	...	60,000
Replace Sections of Air Conditioning Systems, Russell Building	...	300,000
Refurbish and Redecorate Caucus Room, SR-325	...	183,000
Replace Sections of Roofing, Russell Building	...	152,000
Replace D Street Delivery Entrance Door, Hart Building	...	27,000

Senate Office Buildings
Summary
(continued)

	Positions	Amount	Positions	Amount
Increases (continued)				
1990 Nonrecurring Deductions (continued)				
Replace 28 Air Conditioning Units, Dirksen Building (Reprogramming Replenishment)	...	$ 450,000		
Replace 6 Senate Computer Room Air Conditioning Units (Reprogramming Replenishment)	...	100,000		
Replace Sections Air Conditioning Systems, Russell Building (Reprogramming Replenishment)	...	1,981,000		
Total 1990 Nonrecurring Deductions			...	(-) 6,323,000
Total 1991 Base			585	$28,494,000
Increases				
Mandatory Items				
Within-grade Promotions, Wage Board Employees	...	$ 300,000		
Within-grade Salary Advancements and Other Changes, GS Employees	...	97,000		
Overtime and Holiday Pay	...	385,000		
Night Differential and Sunday Premium Pay	...	19,000		
Wage Rate Increases, Wage Board Employees, January, 1990 Pay Raise	...	567,000		
Increased Civilian Pay Act Cost, January, 1990	...	110,000		
Wage Rate Increases, Wage Board Employees, January, 1991 Pay Raise	...	214,000		
Increased Civilian Pay Cost, January, 1991	...	41,000		
1991 Excess Day Cost	...	61,000		
Contribution to Retirement Funds	...	66,000		
Payment to Health Benefits Fund	...	158,000		
Total Mandatory Items			...	2,018,000

Senate Office Buildings
Summary
(continued)

	Positions	Amount	Positions	Amount
Increases (continued)				
New Positions				
GS-7 Furniture Service Officer	1	$ 28,000		
GS-4 Clerk (Inventory)	2	39,000		
WG-10 Painter/Refinisher	2	70,000		
WG-9 Carpenter	1	33,000		
WG-9 Upholsterer	1	33,000		
WG-6 Warehouseman	1	28,000		
WG-6 Driver	1	28,000		
WG-5 Laborer (General)	3	77,000		
WG-5 Attendants (Storeroom)	2	52,000		
Total, New Positions			14	388,000
Annual Recurring Maintenance				
Furniture Repairs	...	$ 50,000		
Annual Furniture and Furnishings	...	75,000		
Asbestos Abatement	...	16,000		
Waste Recycling Program	...	150,000		
Laundry and Uniforms, Senate Restaurant	...	21,000		
Miscellaneous Expenses, Senate Restaurant	...	25,000		
Supplies and Materials, Senate Restaurant	...	35,000		
Total Annual Recurring Maintenance			...	372,000
Nonrecurring Items				
Cyclical Maintenance				
Paint Rotunda, Russell Building	...	$ 72,000		
Repair Sections of Roofing, Dirksen Building	...	135,000		
Refinish Exterior of Capitol Police Headquarters Building	...	200,000		
Design of Plumbing System Renovations, Russell Building	...	40,000		
Renovate Committee Hearing Rooms	...	953,000		
Total Cyclical Maintenance	...	$ 1,400,000		

Senate Office Buildings
Summary
(continued)

	Positions	Amount	Positions	Amount
Nonrecurring Items (continued)				
Continuing and Initiating Other Programs				
Election Year Moving Cost	...	$ 1,000,000		
Uninterruptible Power Supply for Senate Computer Center	...	500,000		
Installation of Conduits between Capitol Building and Senate Office Buildings	...	50,000		
Install Lightning Protection System, Russell Building	...	100,000		
Design for Computerization of Elevator Controls, Dirksen and Russell Buildings	...	150,000		
Modular Furniture for Russell and Dirksen Buildings	...	1,000,000		
Workstations for Capitol Telephone Exchange Operators	...	75,000		
Implementation of New Furniture and Furnishing Policy	...	1,150,000		
Items to Meet Existing Furniture and Furnishing Policy	...	673,000		
Furniture and Furnishings, Hart Building	...	1,500,000		
Electrical System Renovation and Modernization, Russell Building	...	1,000,000		
Planning and Design for Relocation of Computer Service Center	...	500,000		
Elevator Construction, Dirksen and Russell Buildings	...	8,000,000		

Senate Office Buildings
Summary
(continued)

	Positions	Amount	Positions	Amount
Nonrecurring Items (continued)				
Continuing and Initiating Other Programs (continued)				
Head End to Congressional Cable System	...	$ 1,500,000		
Design and Install Elevator Control Modifications, Hart Building	...	1,200,000		
Study and Design TV Lighting Systems, Committee Hearing Rooms	...	250,000		
Total Continuing and Initiating Other Programs	...	$18,648,000		
Total Nonrecurring Items			...	$ 20,048,000
Total Increases			14	22,826,000
Total Estimate for 1991			599	$ 51,320,000

SENATE OFFICE BUILDINGS -- (Net Increase for 1991.....$16,303,000)

1990 Appropriation in annual act		$ 35,320,000
Sequestration pursuant to P.L. 99-177		(-) 351,000
Reduction pursuant to P.L. 101-164		(-) 152,000
Total Appropriation 1990 Revised		$ 34,817,000
Deductions - Nonrecurring Items		
Renovate Former Telephone Frameroom to Office Space, SD-173	$ 52,000	
Renovation of SRB-68, Barber Shop	100,000	
Renovation to Video Tape Facilities	50,000	
Construction of Telecommunications Work Room, SD-180	53,000	
Purchase of Storage Racks and Shelving	74,000	
Main Kitchen Remodeling, Dirksen Building	955,000	
Renovation of South Cafeteria, Dirksen Building	676,000	
Additional Legislative Clocks, Senate Office Buildings	110,000	
Install and Modify Fire Alarm Systems	300,000	
Design for Additional Elevators	600,000	
Additional Computer System Installations and Power Conditioners	1,000,000	
Purchase of Scrubber Sweeper and Other Equipment	60,000	
Replace Sections of Air Conditioning Systems, Russell Building	300,000	
Refurbish and Redecorate Caucus Room, SR-325	183,000	
Replace Sections of Roofing, Russell Building	152,000	
Replace D Street Delivery Entrance Door, Hart Building	27,000	
Replace 28 Air Conditioning Units, Dirksen Building (Reprogramming Replenishment)	450,000	
Replace 6 Senate Computer Room Air Conditioning Units (Reprogramming Replenishment)	100,000	
Replace Sections Air Conditioning Systems, Russell Building (Reprogramming Replenishment)	1,081,000	(-)16,323,000
Base for 1991		$ 28,494,000

SENATE OFFICE BUILDINGS (continued)

Increases

MANDATORY ITEMS

Within-grade promotions, wage board employees	$ 300,000
Within-grade salary advancements and other changes, GS employees	97,000
Overtime and holiday pay	385,000
Night differential and sunday premium pay	19,000
Wage rate increases, wage board employees, January, 1990 pay raise	567,000
Increased civilian pay act cost, January, 1990	110,000
Wage rate increases, wage board employees, January, 1991 pay raise	214,000
Increased civilian pay cost, January, 1991	41,000
1991 excess day cost	61,000
Contribution to retirement funds	66,000
Payment to health benefits fund	158,000
Total Increase - MANDATORY ITEMS	$ 2,018,000

NEW POSITIONS REQUESTED

1	GS-7	Furniture Service Officer	$ 28,000
2	GS-4	Clerk (Inventory)	39,000
2	WG-10	Painter/Refinisher	70,000
1	WG-9	Carpenter	33,000
1	WG-9	Upholsterer	33,000
1	WG-6	Warehouseman	28,000
1	WG-6	Driver	28,000
3	WG-5	Laborer (General)	77,000
2	WG-5	Attendants (Storeroom)	52,000
		Total - 14 new positions @ annual cost of	$ 388,000

Increases (continued)

NEW POSITIONS REQUESTED (continued)

The Furniture, Accessories and Special Allowances Policy for Senate Office Buildings, adopted by the Rules Committee in fiscal year 1989, included implementation costs as well as other identified annual costs. The Senate Appropriations Committee in it's report S. Rept. 101-106 directed the Architect "to proceed with the newly approved furniture and furnishings policy" with "funding.... to be derived from within existing resources.". The Committee further directed that it "would address a budget request for this need in fiscal year 1991".

An analysis of the labor requirements of the Furniture Division was provided to the Chairman of the Committee on Rules and Administration in a July 12, 1989 letter from the Architect. That letter indicated that the need for additional personnel for this division was a need separate and apart from the implementation requirements of the new policy and that the actual present staffing levels were not commensurate with the prevailing workload of this division thereby creating a situation whereby there was "inadequate capacity to properly maintain existing furniture". The estimates for additional labor reflect present needs which the newly established policy brought into focus. In 1980, prior to the completion of the Hart Building, the number of employees, including full time equivalents, associated with furniture needs totalled 35. In 1983, after occupancy of the Hart Building, an additional 7 were provided, bringing the total to 42. Later, by adjusting internal assignments, without requesting additional funding for staff, we added another 12 persons for a present total of 54.

A comparison with furniture activity on the House side is instructive. The Senate has roughly two thirds the number of employees as the House and approximately two thirds the number of furniture units. The House employs 150 people for all purposes associated with furniture. On that basis, the Senate should have about 100 employees

Increases (continued)

NEW POSITIONS REQUESTED (continued)

as compared with the 54 presently employed on the Senate side. On the presumption that the Senate can operate on a leaner basis than the House, a total of about 75 employees would appear to be reasonable. This request is for an additional 14; that would bring the total to 68 which, again, are needed irrespective of the implementation of the proposed furniture policy.

OTHER INCREASES - ANNUAL RECURRING ITEMS

Furniture Repairs increased from $85,000 to $135,000.....$ 50,000

This allotment provides for the purchase of parts, materials and supplies to annually maintain and repair furniture and furnishings in the Senate Office Buildings. The adoption of a new policy, 'Furniture, Accessories and Special Allowances Policy for Senate Office Buildings', by the Rules Committee in fiscal year 1989 called for upgrading the levels of maintenance in this activity. This increase allows for the procurement of additional needed supplies and materials for upgraded maintenance plus additional fabrics and parts needed to maintain the furniture stock.

Annual Furniture and Furnishings increased from $350,000 to $425,000.... 75,000

This allotment provides for the procurement of new and replacement furniture and furnishing items for the Senate Office Buildings. The adoption of the new furniture and furnishings policy in fiscal year 1989 by the Rules Committee added additional items that will need to be procured, stocked, issued and maintained.

The requested increase in Annual Furniture and Furnishings is to provide for the routine replacement of these new items plus other existing stock items as they become worn out, are damaged beyond repair, are surplused, etc. This does not provide for the initial implementation costs associated with the new policy, funds for which have been requested separately.

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Asbestos Abatement increased from $150,000 to $166,000..... $ 16,000

The Architect of the Capitol was directed, in House Report 99-194 accompanying the 1986 Legislative Branch Appropriations Bill, to study the "presence, extent and hazards of asbestos contamination in the Capitol Complex."

Based on the findings in the study, a Hill-wide asbestos abatement program was established. This program includes the repair, encapsulation, or removal of asbestos containing material on an as-needed basis. The program also provides for continued monitoring to assure that no asbestos-related health hazards exist in the Capitol Complex.

An increase of $16,000 is requested for an ongoing asbestos abatement program in the Senate Office Buildings. The increase is due to inflation ($8,000) and additional disposal costs as a result of the Lorton landfill closure, which has created higher landfill fees ($8,000). These funds will be utilized to hire temporary labor, and purchase supplies and special equipment necessary for asbestos work, and provide for disposal.

Waste Recycling Program..... 150,000

The Senate directed the Architect of the Capitol to develop and implement an expanded recycling program to determine the costs and benefits of separating recyclable materials at their source. The pilot initiative for the expanded recycling program was funded for fiscal years 1989 and 1990 expenditures from existing resources. It is anticipated that the current pilot program will be expanded to include all offices within the Capitol Complex. This request is presented to account for funds required to implement a comprehensive recycling program for the Senate for all Senate Office Buildings during fiscal year 1991.

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Waste Recycling Program (continued)

The funding is requested to support a temporary position to administer the day to day activities of the recycling program. In addition, items relating to the program must be procured, including additional recycling containers, scale(s) and associated support and educational materials. Subsequent annual budgets will request additional items to cover on-going costs associated with recycling.

Laundry and uniforms, ,Senate Restaurants increased from $141,000 to $162,000..... $ 21,000

This allotment provides for the contractual laundry service for table linens in the Capitol Dining Room, and catering service in both the Capitol and Senate Office Buildings. The requested increase of $21,000 is to provide for anticipated additional costs for this contractual service.

Miscellaneous expenses, Senate Restaurants increased from $35,000 to $60,000..... 25,000

In addition to the normal miscellaneous items necessary for the operation of the Senate Restaurants, the miscellaneous service expenses account is currently being used to provide for the contractual services of a dietician. The dietician's recommendations on the Senate Restaurants food preparation process has provided improved menus in terms of sodium, cholesterol, fat and other dietary concerns. These funds are requested to continue the contractual service in fiscal year 1991.

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Supplies and materials increased from $1,135,000 to $1,170,000.....$ 35,000

For 1991, an increase of $35,000 is requested to meet rising costs of supplies and materials for the Senate Restaurants. The 1990 allotment provided $766,000 for the Senate Office Buildings and $369,000 for the Senate Restaurants.

For 1991, $766,000 is requested for the Senate Office Buildings, the same amount allowed for 1990, and $404,000, is requested for the Senate Restaurants allotment. The increase requested for the Senate Restaurants account is to cover the rising cost for paper supplies ($30,000) and Restaurant-owned linens and uniforms ($5,000).

Total Increase - ANNUAL RECURRING ITEMS.....$ 372,000

OTHER INCREASES - NONRECURRING ITEMS

Cyclical Maintenance

Paint Rotunda, Russell Building.....$ 72,000

The ceiling in the main Rotunda and the entry area by the Caucus Room in the Russell Senate Office Building are in need of painting and decorating. This will require the entire Rotunda area to have scaffolding erected to enable craft personnel to have access. This work was last performed in 1974.

This work will be performed by temporary personnel supervised by in-house staff. The work will be scheduled during the latter part of fiscal year 1991.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Repair Section of Roofing, Dirksen Building.....$ 135,000

The Dirksen Senate Office Building has a roof constructed of copper. Part of the roof has standing seam construction, and part of it is of flat seam construction. In addition, batten type expansion joints provide for metal expansion and contraction with changes in exterior temperature.

The copper and the seams have deteriorated to the extent that replacement of certain sections are necessary to prevent failure and leaks.

This project provides for the repair of deteriorated copper roofing on the upper main roof of the Dirksen Building, as well as replacement of other sections including the moat on the Constitution Avenue side of the building and the roof above the auditorium area.

The work will be accomplished by temporary forces hired to perform the project, but managed by in-house personnel. This project will require two years to complete. The estimated cost of performing the work is $235,000. Funds in the amount of $135,000 are requested to perform the first year's work. Funds will be requested in fiscal year 1992 to complete the project. If weather prevents the work scheduled to be performed in fiscal year 1991 from proceeding, then the request for fiscal year 1992 may reflect additional cost.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Refinish Exterior of Capitol Police Headquarters Building.....$ 200,000

Funds in the amount of $200,000 are requested to refinish the exterior of the Capitol Police Headquarters Building.

Although the building has been renovated, funds were not included in the original renovation budget for the exterior wall refinishing. At the time the scope of the design contract was developed, the exterior was in reasonably good condition. That design development was completed in July, 1983, over six years ago.

Since that time, the exterior paint has begun to peel from the building, permitting water to penetrate the brick facade. This water infiltration must be stopped to preserve the brick and protect the renovation dollars invested in the building.

It is proposed to sandblast the exterior of the building to remove all old paint. Following that removal process, the exterior will be painted to seal the brick and prevent further water penetration.

The estimated cost of this work is $200,000.

Design of Plumbing System Renovation..... 40,000

Funds were appropriated in fiscal year 1989 for the preliminary survey and evaluation of plumbing renovations in the Capitol, Russell and Cannon Buildings. That preliminary survey and evaluation is now complete. The initial survey identified portions of the Russell Building plumbing system that require replacement. Funds are now requested to perform the final design of these renovations in the Russell Building.

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Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Design of Plumbing System Renovation (continued)

Due to the age of various piping systems within the Russell Senate Office Building, piping failures are occurring with increasing frequency. These failures require a disruption of building services that are both costly and time consuming. It is therefore necessary to begin a two year program of replacement of various parts of the plumbing systems. When existing deteriorated sections of systems are replaced with state of the art materials it should greatly reduce the amount of emergency repairs, thereby allowing greater concentration of manpower on preventive maintenance efforts.

Upon completion of the project the building will have copper or brass pipe for the domestic hot, domestic cold and drinking water systems. The sanitary systems will be primarily copper above ground mixed with existing cast iron below ground. The anticipated lifetime for these systems is at least 25 more years for existing copper or brass, 50 years for new copper and 50 years for existing cast iron.

The design and specification preparation for this work will be performed under contract over a period of one year at a cost of $40,000. Construction funds will be requested in fiscal year 1992.

Renovate Committee Hearing Rooms.....$ 953,000

In the past, selected committee rooms in the Russell and Dirksen Buildings were "decorated" by request. This normally involved painting, some decoration, some finishing of rostrums, etc. Based upon available resources and limited access to committee rooms, only one or two rooms were completed in each year for the past few years. At the current rate it would be many years before the remaining rooms that are in great need of restoration/decoration could be completed.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Renovate Committee Hearing Rooms (continued)

In addition, there is work identified under other programs that affects these spaces. These include programs such as TV lighting improvements (requested in fiscal year 1991) replacement of cork flooring in Dirksen committee hearing rooms (ongoing), rebuilding of air handling systems in the Russell and Dirksen Buildings (ongoing), etc.

^Because of the significant amount of work intended in these spaces and because of the difficulty in gaining access to the spaces it appears prudent to attempt to perform as much work as possible in a committee room simultaneously to minimize the number of disruptions to each committee. The inability to obtain a room for a reasonable period of time to perform work has been a serious barrier to maintaining those rooms in top condition. The Dirksen hearing rooms in general have had no major restoration work performed since the building was originally constructed and occupied in 1959 with the exception of the refinishing of the woodwork and painting of ceilings in approximately 1974. It is recommended that the scope of this project include the following items: General Restoration - Installation of Carpet; Restoration/Refinishing of Bronze; Refinishing of Wood Paneling and Rostrum; Installation of Draperies; Installation of Audio Loop for Hearing Impaired; Decoration of Ceiling; and Cleaning and Restoration of Marble; Furniture Requirements - Replacement of Present Seating with Stacking Chairs and Replacement of Senators' Seating; Lighting Requirements - Installation of New General Lighting; Study and Design of Television Lighting (funds for the study and design of these lighting systems have been requested separately in the fiscal year 1991 appropriations request) and Mechanical/AC Renovations (to accommodate lighting systems).

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Renovate Committee Hearing Rooms (continued)

To accomplish all of this work it will be necessary to take each space out of service for a period of three months to accomplish the work described, allowing an average of four rooms to be completed each year. To facilitate this program and to perform this scope of work, a temporary hearing room would have to be made available through the Rules Committee for this purpose for the duration of the project. This process would be similar to providing 'swing suites' during Senator's moves following an election.

It is recommended that this program begin in fiscal year 1991 and that funds be appropriated to complete rooms SD-106, SD-G50 and SD-192 in the fiscal year 1991 period. It would be anticipated that the remaining committee rooms would follow on the basis of need and be completed in the period 1992 - 1997.

The total estimated cost of the work described herein for the three subject rooms is $953,000.

Further, to accomplish this work it is recommended that a lighting consultant be retained as quickly as possible to identify and design suitable lighting systems. Final design of the general lighting system and the television lighting system will determine the actual costs involved as well as the extent of the mechanical modifications necessary to accommodate the air conditioning requirements.

Total Cyclical Maintenance.....$ 1,400,000

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs

Election Year Moving Cost.....$1,000,000

This allotment provides for the costs incurred after an election year during the 'Senate Moves'. A new moves policy that was established in fiscal year 1989 by the Committee on Rules and Administration allowed for completion of the moves more rapidly than in previous years by hiring temporary personnel and by performing two moves at a time instead of one. A total of $116,500 was expended from this allotment and an additional $315,000 was expended from a new line item created from 'No Year' funds through a reprogramming which was called 'Temporary Labor for Senators' Moves'.

The experience in the fiscal year 1989 moves indicated that significant additional work considered basic to the moves had yet to be performed after the moves rather that during the moves, including alterations to air conditioning systems, painting, organizing and transporting furniture, refinishing, and other work. In addition, it was not possible to maintain fully satisfactory levels of building maintenance during this period due to the intensity of work in the moves. The ability to employ additional personnel during the move period will help maintain a higher standard of building maintenance while at the same time allowing for the acceleration of the moves as was done in fiscal year 1989. The request provides for temporary labor ($750,000) and materials ($250,000) necessary to implement election year moves while properly maintaining the Senate Office Buildings.

Uninterruptible Power Supply for Senate Computer Center..... 500,000

The Senate Computer Center has requested that the Architect of the Capitol include funding for an uninterruptible power supply (UPS) system for the mainframe computer and data communications facility at 400 North Capitol Street in the fiscal year 1991 budget.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Uninterrptible Power Supply for Senate Computer Center (continued)

The estimated cost for a UPS system would be approximately $300,000, and $200,000 would be required for construction and air conditioning. The UPS capacity would provide a fifteen minute electrical power battery backup for the Senate Computer Center facilities. The need is seen by the Senate Computer Center as especially critical in fiscal year 1991 to provide UPS service for the potential implementation of a new Constituent Services System (CSS) running on a mainframe computer located at 400 North Capitol Street.

Installation of Conduit Between the Capitol Building and Russell Building.....$ 50,000

The Senate Recording Studio has requested that funds be included in the fiscal year 1991 budget for construction of conduits for cable installation between the Capitol and Senate Office Buildings.

At this time the primary cable access between these points are below grade conduits spanning the length of the Senate Recording Studio which are filled to near capacity. A possible path for new conduits to the Capitol would be utilizing the Russell Senate Office Building's old subway tunnel ceiling which would allow for ease of cable pulling with ample expansion capability for future needs. It is estimated that $50,000 would be required to install this conduit.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Install Lightning Protection System, Russell Building.....$ 100,000

Funds in the amount of $100,000 are requested to install a lightning protection system for the Russell Senate Office Building. This system is warranted because of the historic value of the building, as well as installation of electrically sensitive computer equipment found in most Senate offices.

It is requested that funds be provided for development of design criteria by the Architect of the Capitol Electrical Engineering Division and subsequent awarding of a design and build contract for construction of this project.

Design for Computerization of Elevator Controls, Dirksen and Russell Buildings..... 150,000

The Russell and Dirksen Senate Office Buildings have fourteen and thirteen existing elevators, respectively. All suffer from age, and parts availability is becoming a major problem. This request is to institute a comprehensive controls renovation program on all fourteen elevators. In the Dirksen Building six of the thirteen, all of which are passenger elevators, are in need of control modernization and cab renovation. The door operators and associated hardware of the elevators in the Dirksen Building are being replaced as part of a current project.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Design for Computerization of Elevator Controls, Dirksen and Russell Buildings (continued)

These buildings serve more personnel than they were originally planned to support which causes an increased demand on the elevators resulting in excessive response time in elevator service. This project complements and will be closely coordinated with another project for the construction of new elevators for the Senate Office Buildings, funds for which are also requested in fiscal year 1991. It is anticipated that existing units will not be taken out of service until after the new elevators have been installed.

This project will be performed under the direction of the Director of Engineering and Elevator Engineering Division. An elevator engineering design firm will provide specifications and support for this project.

A set of specifications and drawings will be developed with the support of the engineering design firm as part of their contract and incorporated into a construction contract for which bids will be solicited. It is estimated that the total construction cost will be $4,000,000, which will be requested in fiscal year 1992.

Modular Furniture for the Russell and Dirksen Buildings.....$ 1,000,000

Subject to the approval of the Senate Rules Committee, it is requested to continue the concept of furnishing modular and computer furniture in the Russell and Dirksen Senate Office Buildings. Funds are requested for modular furniture and furnishings and computer furniture in the Russell and Dirksen Senate Office Buildings in traditional darker woodwork. The use of modular furniture has been found to improve the office environment, reduce costs and increase office productivity. The concept was approved by the Senate Rules Committee, and funds in the amount of $500,000 were appropriated in fiscal year 1990 and left in the base for fiscal year 1991.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Modular Furniture for the Russell and Dirksen Buildings (continued)

Several formal requests from Senators and committee chairman have been received for modular furniture. Existing furniture replacement funds cannot support the replacement of additional systems in meaningful quantities, and the fair distribution of what small amounts might be bought are difficult to administer. Therefore, additional funds in the amount of $1,000,000 are requested to provide an annual total of $1,500,000 for this need. It is also proposed to leave that total amount in the base until all offices are equipped.

Work Stations for Capitol Telephone Exchange Operators.....$ 75,000

Modernization of the Capitol Telephone Exchange operator work stations is necessitated with the implementation of information terminals. Present operator stations are secondhand one-of-a-kind units obtained from GSA surplus. These units were manufactured specifically for GSA quite some time ago. No replacement parts are available, nor are there extra units for expansion. Ergonomic work stations specifically designed to accommodate computer terminals at the proper level to reduce both eye and repetitive motion strain are required.

Implementation of New Furniture/Furnishing Policy..... 1,150,000

In July 1989 the Architect of the Capitol prepared a cost analysis of the proposed new Furniture and Furnishings policy, which has since been adopted by the Senate Rules Committee. This analysis identified the additional cost required to meet the current furniture and furnishings policy, including needs for staffing, which are also requested for fiscal year 1991, as well as for additional furniture and furnishings included in the new policy.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Implementation of New Furniture/Furnishing Policy (continued)

These funds in the amount of $1,150,000 are requested for the implementation of the newly adopted policy. This request reflects a one-time cost to procure the initial inventory and provide for necessary material handling and storage systems. Additional annual maintenance and replacement costs have been requested in the 'Annual Recurring' items to provide for a replenishment inventory such as is available for items previously approved for installation in Senate Office Buildings. Funds for the additional personnel identified in the July 1989 cost analysis, as approved by the Senate Rules Committee, have also been requested under 'New Positions.'

Items to Meet Existing Furniture/Furnishing Policy.....$ 673,000

In July 1989 the Architect of the Capitol prepared a cost analysis of the proposed new Furniture and Furnishings policy, which has since been adopted by the Senate Rules Committee. This analysis identified the additional cost required to meet the current furniture and furnishings policy, including needs for staffing, which are also requested for fiscal year 1991, as well as for additional furniture and furnishings included in the new policy.

These funds in the amount of $673,000 are requested to meet the needs of the existing furniture policy. Integral to this request is the improvement of the existing automated inventory system, which will be upgraded by the installation of a bar coding system, similar to that utilized by the Clerk of the House, who provides furniture and furnishings for the House Office Buildings. In addition, ergonomic chairs, which are in great demand, and funds for which are not available within existing resources, will be purchased. Material handling and storage systems will also be procured with these funds.

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Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Items to Meet Existing Furniture/Furnishing Policy (continued)

This request reflects a one-time cost to procure the initial inventory. Additional annual maintenance and replacement costs have been requested in the "Annual Recurring" items to provide for a replenishment inventory such as is available for items previously approved for installation in Senate Office Buildings. Funds for the additional personnel identified in the July 1989 cost analysis, as approved by the Senate Rules Committee, have also been requested under "New Positions."

Furniture and Furnishings, Hart Building.....$ 1,500,000

Funds are requested to continue the program to provide additional desks, shelving, task lighting, chairs, tables, file cabinets and office furniture accessories for the offices and public spaces in the Hart Senate Office Building. These funds will supplement monies approved in past fiscal years for the purchase of such furniture and furnishings for the Hart Building.

The interior architectural and environmental design of the Hart Building is based upon a flexible arrangement of movable partitions, space dividers, partition-hung storage units, acoustical panels, task lighting and modular free standing furniture. This design is compatible with the conclusion reached in the "Senate Office Systems Research Project" report.

Funds have been appropriated and reprogrammed to complete acquisition of furniture and furnishings for Senators' suites. These funds will begin to furnish Committee and public spaces throughout the Hart Building.

670

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Electrical System Renovation and Modernization, Russell Building.....$ 1,000,000

Funds in the amount of $2,000,000 were requested in fiscal year 1990 on a 'No Year' basis for electrical system renovation in the Russell Senate Office Building A total of $1,000,000 was allowed out of the $2,000,000 requested in fiscal year 1990. A total of $2,000,000 is requested on a 'No Year' basis in fiscal year 1991 to allow this project to continue to proceed. Of that amount $1,000,000 has remained in the base and an additional $1,000,000 is requested.

Conceptual planning is currently underway to provide a modern electrical, sprinkler, and telecommunications distribution system in the Russell Building which will then enable actual engineering designs to be developed.

The proposed project is to replace all of the antiquated electrical equipment and wiring of the electrical distribution system to improve service and to eliminate various current unsafe conditions in the existing system.

The original building electrical system was direct current and in the 1930's was changed to alternating current, although part of the direct current system remained. The electrical system underwent a renovation in the early 1950's. The major deficiencies of the present system, apart from age, are; a) the primary 15 KV switchgear does not have sufficient interrupting capacity to clear a high capacity short circuit; b) the distribution system cannot satisfy the ever-increasing demand for branch circuits for modern office equipment.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Electrical System Renovation and Modernization, Russell Building (con't.)

A 227/480 volt, 3 phase 4 wire system is planned with local transformers located on each floor to furnish 120/208 volts, 3 phase 4 wire power to a local panelboard. This is similar to the service now being installed in the Longworth Building.

These funds are therefore requested to proceed with this necessary electrical improvement. Additional construction funds will be requested in future budgets as construction work proceeds. Although the total cost has not been fully determined, a range of $8,000,000 to $10,000,000 is estimated to be the total cost. Work will be performed by temporary in house forces, just as is being done in the Longworth House Office Building.

Planning and Design for Relocation, Computer Service Center.....$ 500,000

Funds in the amount of $500,000 are requested on a 'No Year' basis to provide for preliminary planning and design support for the upcoming relocation of the Senate Computer Center. The Senate Computer Center is now located at 400 North Capitol Street, in leased space. For some time, it has been evident that sufficient space is not available for the Computer Center at 400 North Capitol Street.

It has been proposed to relocate the Senate Computer Center in space in the renovated City Post Office Building, adjacent to Union Station.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Planning and Design for Relocation, Computer Service Center (continued)

These funds are requested to provide support for the advance planning and design necessary to provide for the physical relocation of the Computer Center.

Elevator Construction, Dirksen and Russell Buildings.....$8,000,000

The Senate Office Buildings need additional elevator capacity. These buildings support more personnel than was originally planned, causing an excessive demand on the elevators. This request provides for installation of new elevator systems.

The fiscal year 1990 appropriation included $600,000 for design. This effort is underway.

Due to the length of design time and nature of construction, it is requested that funds be provided on a "No Year" basis. The project will be competitively bid by outside contractors based upon plans and specifications being prepared by an architectural and engineering consulting firm. Approval of this request for fiscal year 1991 is pending authorization from the Senate Rules Committee.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Head End to Congressional Cable System.....$1,500,000

In June, 1989 the Architect of the Capitol and the Sergeant at Arms recommended to the Senate Rules Committee that the Senate begin establishing a Head End to the Congressional Cable System. Similar suggestions were made from the House staff who currently administer the allocation of the channels on the system.

The Rules Committee approved the proposal in July, 1989 and directed the Architect of the Capitol to request funds for that purpose. These funds are therefore requested, and as the project would take more than one year to complete, the funds are requested on a 'No Year' basis.

Design and Install Elevator Control Modifications, Senate Office Buildings..... 1,200,000

The Hart Senate Office Building elevator system is in need of modernization to provide improved performance and reliability. This building supports more personnel than was originally planned, causing an excessive demand on the elevators.

This request provides for the design, development, and installation of a new, modern computer control systems for the existing twelve elevators. Two of these elevators, one in each bank, are permanently dedicated to Senators use only.

Due to the length of design time and nature of construction, it is requested that funds be provided on a 'No Year' basis. The project will be competitively bid by outside contractors based upon plans and specifications prepared by an architectural and engineering consulting firm. Approval of this request for fiscal year 1991 is pending authorization from the Senate Rules Committee.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Study and Design TV Lighting Systems, Committee Hearing Rooms.....$ 230,000

The lighting systems installed in a majority of Senate Committee hearing rooms are considered inadequate to serve the present needs in committee spaces. The lighting systems in the Dirksen Building committee rooms are the original systems. These have limited light output and provide a general level and quality of light which is considered poor, the lighting cannot be dimmed and the systems are not considered energy efficient. In addition, it is considered beneficial to provide auxiliary lighting systems for the televising of hearings thereby minimizing the wear and tear on the hearing facility from TV lighting and support crews.

Special consideration must be given to the needs of each hearing room. Some have ornate ceilings and decorations, especially those in the Russell Building. In addition, those in the Dirksen Building have variations depending upon the needs of each committee, the size of each room, etc. These considerations require that each space be studied and evaluated to provide the optimum recommendations and lighting design for each space.

After designs are completed, funds will be requested to install the lighting systems over a period of several years in conjunction with other planned committee room restoration work. A majority of committee hearing rooms have had no major renovation or restoration work performed since initial construction and remain in need of renovation. In these cases it would appear prudent to perform the installation of

675

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Study and Design TV Lighting Systems, Committee Hearing Rooms (con't.)

the new lighting systems in conjunction with the general restorations which would include paint and decoration, carpet, refinishing of the woodwork and rostrum, restoration of bronzework, etc. For this reason it is intended that the installation of the lighting systems be accomplished with the committee room renovation projects and be phased over several years.

With the large number of Dirksen committee rooms it would be intended that all actual work described in this program be phased in over a period of five years beginning in fiscal year 1992 to enable better access to the rooms, to minimize disruption in the Senate Office Buildings and to allow for continuity in the design process. The actual renovation/restoration project as described herein would then continue on an annual basis until all committee rooms are completed, in all likelihood, through fiscal year 1996. In the case of the Russell Building committee rooms, it would be intended that the installation of lighting systems proceed beginning in fiscal year 1992.

The request for a lighting study at a cost of $228,000 was made in fiscal year 1990 and was deferred. Because construction will take more than one year to complete, these funds are requested on a "No Year" basis.

Total Continuing and Initiating Other Programs	$18,648,000	
Total Increases - NONRECURRING ITEMS	$20,048,000	
TOTAL INCREASES		22,826,000
Total Estimate for 1991		$51,320,000

Estimate 1991
Senate Office Buildings

Objectives

This appropriation provides for the structural, mechanical and domestic care of the three Senate Office Buildings, the operation of the mechanical equipment, and maintenance of the subway transportation systems. The Russell Office Building contains approximately 425 offices and committee rooms, together with storage rooms, shops, electrical transformer station, and subway, and is 79 years old, having been occupied March 5, 1909, with the exception of the First Street Wing which was added and occupied in 1931-33. The Dirksen Office Building contains approximately 500 offices and committee rooms, together with storage rooms, shops, cafeteria, auditorium and telephone exchange, and was accepted for beneficial occupancy October 15, 1958. The Old Building was designated as the "Richard Brevard Russell Office Building" and the New Building as the "Everett McKinley Dirksen Office Building" by Senate Resolution 296, 92nd Congress, agreed to October 11, 1972. Senate Resolution 295, 96th Congress, made technical changes in the names of the buildings by adding the word "Senate" prior to "Office." Senate Resolution 525, 94th Congress, stipulated that upon completion, the extension to the Dirksen Building be known as the "Philip A. Hart Office Building." S. Res. 295 added "Senate" before "Office."

The 1991 appropriation request also provides for the structural, mechanical, and domestic care of the former Immigration Building located at 119 D Street, N.E., acquired by the Government in April 1974, and domestic care of leased space at 400 North Capitol Street since November 1977. These properties are now maintained and operated as part of the Senate Office Buildings under authority of Public Laws 93-303 and 94-157.

For 1991, a force of 599 employees is required for the care of the Russell, Hart and Dirksen Senate Office Buildings and their mechanical equipment, which includes such items as the extensive air conditioning and refrigeration systems; 50 elevators, electric fixtures and wiring; legislative bell and buzzer systems; plumbing and piping; and subway systems; also of one annex building acquired in 1974, operated as part of the Senate Office Buildings facilities, and the Senate Garage.

Objectives (continued)

The force required for 1991, covering 3 shifts daily, is made up of 135 mechanics in the general shops; 34 engineers in the heating, ventilating and air conditioning departments; 6 mechanics and 9 subway car operators; 112 general laborers, 9 Senate Garage attendants, 8 rest-room attendants, 63 laborer-cleaners; 128 custodial workers and 15 custodial inspectors; 1 Superintendent and 53 clerical and other assistants; 3 nurses and 4 physical therapists; 2 truck drivers; and 23 Senate Restaurant employees. An additional 14 employees are requested for the Furniture Division in fiscal year 1991.

The Architect performs his duties in connection with the Russell Senate Office Building under authority of the Act of June 8, 1942 (56 Stat. 343); in connection with the Dirksen Senate Office Building under authority of the Act of June 25, 1948 (62 Stat. 1029); and in connection with the former Immigration Building, under authority of the Act of June 8, 1974 (88 Stat. 206); in connection with leased space at 400 North Capitol Street under authority of the Act of December 18, 1975 (89 Stat. 832); in connection with the Hart Senate Office Building under authority of the Act of October 31, 1972 (86 Stat. 1510) and in connection with the Senate Garage under authority of Public Law 97-276 (96 Stat. 1186).

ITEMS UNDER WHICH NO CHANGES OCCUR

General Annual Repairs	$	99,000
Elevator Repairs and Improvements		85,000
Maintenance and Repair, Subway System		26,000
Ice		1,000
Insect and Pest Control		15,000
Miscellaneous Improvements		100,000
Annual Painting		180,000
Exterior Pointing and Caulking		88,000
Laundry		40,000
Training		29,000
Equipment		
Annual Rugs and Floor Coverings		290,000
Annual Machinery, Tools and Miscellaneous		78,000
Replace and Improve Senate Restaurant Facilities		91,000
Maintenance, Air Conditioning System		174,000
Contractual Maintenance of Elevators		150,000
Senate Subway System Improvements (No Year)		3,000,000

ITEMS UNDER WHICH NO CHANGES OCCUR
(continued)

Frequency Inverters for VAV Fans, Hart Building (No Year)	$ 93,000
Electrical System Modernization, Russell Building (No Year)	1,000,000
Replace Sections of Air Conditioning Systems, Dirksen Building (No Year)	650,000
Purchase of Specialty Furniture	300,000
Additional Computer System Installations and Power Conditioners	1,000,000
Maintain and Repair Senate Restaurant Equipment	25,000
Modular Furniture and Furnishings, Russell and Dirksen Buildings	300,000

Schedule C

ARCHITECT OF THE CAPITOL
Senate Office Buildings

Detailed Analysis of Change by Activity

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1990 Revised	585	34,817
Minus: Nonrecurring costs		- 6,323
Budget Base, 1991	585	28,494

I. Adjustments to Base	1991 Request	
	Staff	Amount ($000)
A. Mandatory Pay and Related Costs		2,018
1. Within-grade Increases and Other Changes		397
2. Overtime and Holiday Pay		385
3. Night Differential and Sunday Premium Pay		19
4. Annualization of January 1990 Pay Raise		677
5. January 1991 Pay Raise		255
6. 1991 Excess Day Cost		61
7. Contributions to Retirement Funds		66
8. Payment to Health Benefits Fund		158
B. Price Level Changes		72
1. Asbestos Abatement		16
2. Laundry and Uniforms, Senate Restaurant		21
3. Supplies and Materials, Senate Restaurant		35
C. Program Type Changes		
1. Legislation		...
2. Workload		1,688
a. Additional Staff	14	388
b. Furniture Repairs		50
c. Annual Furniture and Furnishings		75
d. Waste Recycling Program		150
e. Miscellaneous Expenses, Senate Restaurant		25
f. Election Year Moving Cost		1,000
3. Equipment, Alterations, Maintenance, Repairs, Etc.		19,048
a. Paint Rotunda, Russell Building		72
b. Repair Sections of Roofing, Dirksen Building		135
c. Refinish Exterior of Capitol Police Headquarters Building		200
d. Design of Plumbing System Renovations, Russell Building		40

Schedule C (continued)

ARCHITECT OF THE CAPITOL
Senate Office Buildings

Detailed Analysis of Change by Activity
(continued)

I. Adjustments to Base	1991 Request Staff	1991 Request Amount ($000)
3. Equipment, Alterations, Maintenance, Repairs, Etc. (continued)		
e. Renovate Committee Hearing Rooms		953
f. Uninterruptable Power Supply for Senate Computer Room		500
g. Installation of Conduit between Capitol Building and Senate Office Buildings		50
h. Install Lightning Protection System, Russell Building		100
i. Design for Computerization of Elevator Controls, Dirksen and Russell Buildings		150
j. Modular Furniture, Russell and Dirksen Buildings		1,000
k. Workstations for Capitol Telephone Exchange Operators		75
l. Implementation of New Furniture & Furnishing Policy		1,150
m. Furniture and Furnishings, Hart Builidng		1,500
n. Items to Meet Existing Furniture & Furnishing Policy		673
o. Electrical System Renovations and Modernization, Russell Building		1,000
p. Planning & Design for Relocation of Computer Service Center		500
q. Elevator Design and Construction, Dirksen and Russell Buildings		8,000
r. Head End to Congressional Cable System		1,500
s. Design and Install Elevator Control Modifications, Hart Building		1,200
t. Study and Design TV Lighting Systems, Committee Hearing Rooms		250
II. Net Increase/Decrease Requested		22,826
III. Total Appropriation Request, 1991	599	51,320

Schedule A

ARCHITECT OF THE CAPITOL
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	FY 89 ACTUAL * STAFF	FY 89 ACTUAL * DOLLARS ($000)	FY 90 ESTIMATE STAFF	FY 90 ESTIMATE DOLLARS ($000)	FY 91 ESTIMATE STAFF	FY 91 ESTIMATE DOLLARS ($000)	NET CHANGE 90/91 STAFF	NET CHANGE 90/91 DOLLARS ($000)
1. Breakdown by Activity:								
Senate Office Buildings	585	24,734	585	34,817	599	51,320	14	16,503
Total	585	24,734	585	34,817	599	51,320	14	16,503
2. Breakdown by Object Class:								
11 Personnel Compensation		14,935		15,346		17,311		1,965
12 Personnel Benefits		2,661		3,038		3,479		441
13 Benefits to Former Personnel								
21 Travel		2						
22 Transportation of Things								
23 Rent, Communications and Utilities								
24 Printing and Reproduction		1						
25 Other Services		3,699		13,355		23,078		9,723
26 Supplies and Materials		1,147		1,135		1,170		35
31 Equipment		2,288		1,943		6,282		4,339
32 Land and Structures								
42 Insurance Claims and Indemnities		1						
Total		24,734		34,817		51,320		16,503

* Includes Obligations from Prior Year "No Year" Authority

Schedule B

ARCHITECT OF THE CAPITOL
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGES	
					LEGISLATION		WORKLOAD							
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)			STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Activity:														
Senate Office Buildings		2,018		72			14	1,688				19,048	14	22,826
Total		2,018		72			14	1,688				19,048	14	22,826
2. Breakdown by Object Class:														
11 Personnel Compensation		1,682					14	283					14	1,965
12 Personnel Benefits		336						105						441
13 Benefits to Former Personnel														
21 Travel														
22 Transportation of Things														
23 Rent, Communications and Utilities														
24 Printing and Reproduction														
25 Other Services				37				1,225				14,650		15,912
26 Supplies and Materials				35										35
31 Equipment								75				4,398		4,473
32 Land and Structures														
42 Insurance Claims and Indemnities														
Total		2,018		72			14	1,688				19,048	14	22,826

Estimate 1991
Summary
House Office Buildings

House Office Buildings
Summary

	Positions	Amount
1990 Appropriation in annual act	769	$27,875,000
Reduction pursuant to P.L. 101-164	...	(-) 120,000
Total Appropriation 1990 Revised	769	$27,755,000

	Positions	Amount		
1990 Nonrecurring Deductions				
Replace Marble Pavers, Cannon Building	...	$ 144,000		
Study of Lighting System Improvements, Committee Rooms	...	72,000		
Study for Replacement of Windows, Cannon Building	...	25,000		
Design and Construction of Courtyard Elevators, Cannon and Longworth Office Buildings	...	600,000		
Installation of Duress Alarms	...	150,000		
Smoke Detection, Voice Fire Alarm System, Rayburn Building	...	400,000		
Replace Speech Reinforcement System	...	185,000		
Total 1990 Nonrecurring Deductions			...	(-)1,576,000
Total 1991 Base			769	$26,179,000

House Office Buildings
Summary
(continued)

	Positions	Amount	Positions	Amount
Increases				
Mandatory Items				
Within-grade Promotions, Wage Board Employees	...	$ 48,000		
Within-grade Salary Advancements and Other Changes, GS Employees	...	30,000		
Overtime	...	242,000		
Night Differential and Sunday Premium Pay	...	12,000		
Wage Rate Increases, Wage Board Employees, January, 1990 pay raise	...	680,000		
Increased Civilian Pay Act Cost, January, 1990	...	126,000		
Wage Rate Increases, Wage Board Employees, January, 1991 pay raise	...	257,000		
Increased Civilian Pay Cost, January, 1991	...	48,000		
1991 Excess Day Cost	...	76,000		
Contribution to Retirement Funds	...	119,000		
Total Mandatory Items			...	1,638,000
Annual Recurring Maintenance				
General Annual Repairs	...	$ 63,000		
Annual Painting	...	10,000		
Exterior Pointing and Caulking	...	7,000		
Waste Recycling Program	...	150,000		
Supplies and Materials	...	81,000		
Total Annual Recurring Maintenance			...	311,000
Nonrecurring Items				
Cyclical Maintenance				
Exterior Cleaning, Longworth Building	...	$ 245,000		
Replace Air Handling Unit Cooling Coil Header Piping, Rayburn Building	...	127,000		

House Office Buildings
Summary
(continued)

	Positions	Amount	Positions	Amount
Nonrecurring Items (continued)				
Cyclical Maintenance (continued)				
Design of Plumbing Renovations, Cannon Building	...	$ 80,000		
Electrical System Renovation, Cannon Building	...	2,000,000		
Total Cyclical Maintenance	...	$ 2,452,000		
Continuing and Initiating Other Programs				
Election Year Moving Cost	...	$ 275,000		
Installation of Air Curtains, Cannon Building Garage Entrance	...	40,000		
Installation of Cable From Rayburn Building to HOBA II	...	200,000		
Remodel House Beauty Shop, Room 139, Cannon Building	...	430,000		
Install Lightning Protection System, HOBA II	...	100,000		
Procurement of "You Are Here Signs"	...	35,000		
Design of Elevator Modernization, House Office Buildings	...	250,000		
Design of Escalator Modernization	...	100,000		
Construction of Courtyard Elevators, Cannon and Longworth Buildings	...	8,000,000		
Relocation of Publications Distribution Service	...	10,000,000		
House Secure Conference Center (SCIF)	...	1,500,000		
Emergency Generator for HIS Computer Room	...	600,000		
Total Continuing and Initiating Other Programs	...	$21,530,000		
Total Nonrecurring Items			...	$23,982,000
Total Increases			...	$25,931,000
Total Estimate for 1991			769	$52,110,000

HOUSE OFFICE BUILDINGS -- (Net Increase for 1991.....$24,355,000)

1990 Appropriation in annual act		$ 27,873,000
Reduction pursuant to P.L. 101-164		(-) 120,000
Total Appropriation 1990 Revised		$ 27,753,000
Deductions - Nonrecurring Items		
Replace Marble Pavers, Cannon Building	$ 144,000	
Study of Lighting System Improvements, Committee Rooms	72,000	
Study for Replacement of Windows, Cannon Building	25,000	
Design and Construction of Courtyard Elevators, Cannon and Longworth Office Buildings	600,000	
Installation of Duress Alarms	150,000	
Smoke Detection, Voice Fire Alarm System, Rayburn Building	400,000	
Replace Speech Reinforcement System	185,000	(-)1,576,000
Base for 1991		$ 26,179,000
Increases		
MANDATORY ITEMS		
Within-grade Promotions, Wage Board Employees	$ 48,000	
Within-grade Salary Advancements and Other Changes, GS Employees	30,000	
Overtime	242,000	
Night Differential and Sunday Premium Pay	12,000	
Wage Rate Increases, Wage Board Employees, January, 1990 pay raise	680,000	
Increased Civilian Pay Act Cost, January, 1990	126,000	
Wage rate increases, wage board employees, January, 1991 pay raise	237,000	
Increased civilian pay act cost, January, 1991	48,000	
1991 Excess Day Cost	76,000	
Contribution to Retirement Funds	119,000	
Total Increase - MANDATORY ITEMS	$1,638,000	

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS

General annual repairs increased from $135,000 to $198,000.....$.. 63,000

An increase in the budget request for General Annual Repairs of $13,000 is necessary in order to continue the higher standards of maintenance established over the past two years for the House Office Buildings. Expenses in this account have continued to increase over the past three years to the point that it became necessary to reprogram monies from other sources in order that mandatory repairs could be made.

The General Annual Repairs account is used for such items as tools, materials, supplies and parts for the Sheet Metal Shop, Industrial Mechanic Shop and the Stonemason Shop. Other items charged to this account include all specialized repairs which cannot be accomplished by Government forces such as repairs to forklifts, floor jacks, electrically operated overhead doors, baling machine repairs, major truck repairs, specialized stone cleaning, glasswork and tool and equipment repair.

With the increased use and activities in the buildings, the maintenance and cleaning requirements have increased to the point that the equipment (scrubbers, sweepers, buffers, etc.) require more operating time thus increasing costs of maintenance and repair. The increase in the use of electrically operated equipment such as delivery trucks, forklifts and pallet jacks continues to cause damage to the marble base thus requiring replacement.

The need for increased frequency for the cleaning of bronze work throughout the House Office Buildings has also required additional monies. An additional $50,000 is requested for contractual services to provide this maintenance work.

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

General annual repairs (continued)

These factors all result in the need for additional funding if the buildings are to function and be maintained to suit the needs of Congress and visitors.

Annual painting increased from $180,000 to $190,000.....$ 10,000

An increase in the budget request for Annual Painting of $10,000 is necessary in order to maintain the appearance of the House Office Buildings. Although several factors have contributed to this increase, the single most important factor is the result of a change in the schedule for painting in the public areas and the building exteriors. It has been determined that these areas can best be maintained by increasing the frequency of painting on a cyclical basis and by upgrading the quality of paint. Other factors that impact on the need for additional funding include increased occupancy within the buildings; increased requests for new color schemes and decorative painting; and increased priorities being placed by Congress in presenting an appropriate building appearance to visitors. Additional painting will be required during fiscal year 1991 as a result of the moves associated with the elections in November 1990. During election years, the requests for painting of suites has increased by 30 percent.

In addition to painting, the following work is funded by annual painting and has increased due to Congressional activity: tape and spackling of new drywall partitions, installing cove base, refinishing of wooden doors, finishing of chair rails, finishing of shelving and cabinets, finishing of picture frames, polishing woodwork and replacing window glass. An increase in work performed under miscellaneous work orders, mostly generated by staff requests, reflect this activity.

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Annual painting (continued)

In order to properly schedule Annual Painting work and reduce the impact on Congressional activity, it is anticipated that temporary labor will be required to supplement House painting personnel during Congressional recesses (which is the best time to repaint the public areas) and Congressional moves. Also, exterior painting must be scheduled during periods when weather conditions permit such work and therefore will require the use of temporary labor.

Exterior pointing and caulking increased from $144,000 to $151,000.....$ 7,000

The preventive maintenance program for exterior pointing and caulking was established in fiscal year 1982. The purpose of the program is to provide routine maintenance to the exterior stonework and other masonry to avoid costly emergency repair work. This activity will also be extended to walks, fountains, and other exterior stone in addition to building walls, which may require more costly materials. To continue the program at its current level, an inflationary increase of $7,000 is requested.

Waste Recycling Program.....$ 130,000

The House of Representatives directed the Architect of the Capitol to develop and implement an expanded recycling program to determine the costs and benefits of separating recyclable materials at their source. The pilot initiative for the expanded recycling program was funded for fiscal year 1989 and 1990 expenditures from existing resources. It is anticipated that the current pilot program will be expanded to include all offices within the Capitol Complex. This request is presented to account for funds required to implement a comprehensive recycling program for the House for all House Office Buildings during fiscal year 1991.

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Waste Recycling Program (continued)

The funding is requested to support a temporary position to administer the day to day activities of the recycling program. In addition, items relating to the program must be procured, including additional recycling containers, scale(s) and associated support and educational materials. Subsequent annual budgets will request additional items to cover on-going costs associated with recycling.

Supplies and materials increased from $815,000 to $896,000..... $ 81,000

For 1991, an increase of $81,000 is requested in order to keep abreast with increased demands as well as increased costs of supplies and materials for maintenance and cleaning of the House Office Buildings. Expenses in this allotment have continued to increase over the last few years due to the dramatic increase in usage of the buildings by staff and visitors. Further, in an effort to respond to concerns over maintenance performance a concerted effort has been made to increase the maintenance effort to a more satisfactory level. In addition, there are two major factors in requesting this increase: the rising cost of special floor waxes, and the provision of sanitary supplies in public toilets.

The Supplies and Materials allotment is used for such items as electrical, cleaning, carpentry, plumbing, hardware, toilet supplies, electric light bulbs and tubes, in addition to Members' services supplies, such as, plastic glasses, ice buckets, bath towels and sheets for the gymnasium and huck towels.

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Supplies and materials (continued)

Increased activities within the buildings have necessitated the need for more frequent cleaning and maintenance schedules, thus requiring additional supplies and materials. In addition, the age of the plumbing and light fixtures in the Cannon, Longworth and Rayburn Buildings is requiring more frequent replacement in order to provide proper appearances to be projected in the public spaces of the buildings. The increase in special functions by the Members also affects the quantities of plastic glasses, ice buckets, buck towels, etc., required to meet their needs.

Total Increase - ANNUAL RECURRING ITEMS.....$ 311,000

OTHER INCREASES - NONRECURRING ITEMS

Cyclical Maintenance

Exterior Cleaning, Longworth Building.....$ 245,000

Funds are requested to provide for a high pressure spray cleaning of the exterior of the Longworth House Office Building.

The Longworth Building's exterior stone has discolored in an irregular pattern. This discoloration is due to several factors. Leaching of minerals that make up the pointing material has caused some of the discoloration. The effects of acid rain have also caused some discoloration. Additionally, accumulations of dirt have also contributed to the problem.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Exterior Cleaning Longworth Building (continued)

It is proposed to use a high pressure spray to clean the exterior stone. This work will remove the surface discoloration without damaging the stonework. When completed, the Longworth Building's exterior stone will be improved aesthetically, and more importantly, the accumulations of damaging materials will have been removed.

The estimated cost of this project is $245,000.

Replace Air Handling Unit Cooling Coil Header Piping, Rayburn Building..$ 127,000

There are thirty-four air conditioning units which were installed during the original construction of the Rayburn House Office Building. During this construction the piping for the headers of the cooling coils were not insulated but were instead enclosed within an insulated enclosure.

Because of this particular design, there has been considerable condensation on this header piping which has resulted in deterioration of this piping. This condensation has also corroded the air handling unit casings within the area of the cooling coil headers.

Four of the units in the building were fully rehabilitated in the mid 1970's. Of the remaining thirty units, to date there has been failure of the header piping on one unit requiring the emergency repair of the piping on that one unit. Because all thirty of these air conditioning units were installed in a similar manner the future integrity of this piping is very questionable.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Replace Air Handling Unit Cooling Coil Header Piping,
Rayburn Building (continued)

It is therefore proposed that the insulated enclosures be removed and the cooling coil header piping be replaced along with the deteriorated sections of the air handling unit casing and then all piping shall be insulated to prevent a reoccurrence of this piping deterioration.

This project will be performed under the direction of the Superintendent of the House Office Buildings with technical support provided by the Director of Engineering and the Air Conditioning Engineering Division.

Materials such as piping, sheet metal and insulation required for this project will be procured via open market purchase orders through the House Superintendent's Office.

Construction will be performed by in-house personnel supplemented by temporary labor. The work will be performed during the heating season over a three year period.

The amount requested for this work in fiscal year 1991 is $127,000. It is proposed to allow that amount to remain in the base for two additional years to provide the total funding requirement of $381,000.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Design of Plumbing Renovation, Cannon Building..... $ 80,000

Funds were appropriated in fiscal year 1989 for the systems analysis and preliminary survey and evaluation of plumbing renovations in the Capitol, Russell and Cannon Buildings. That preliminary survey and evaluation is now complete. The initial survey identified portions of the Cannon Building plumbing system that require replacement. Funds are now requested to perform the final design of these renovations in the Cannon Building.

Due to the age of various piping systems within the Cannon House Office Building, piping failures are occurring with increasing frequency. These failures require a disruption of building services that are both costly and time consuming. It is therefore necessary to begin a two year program of replacement of various parts of the plumbing systems. When existing deteriorated sections of systems are replaced with state of the art materials it should greatly reduce the amount of emergency repairs, thereby allowing greater concentration of manpower on preventive maintenance efforts.

Upon completion of the project the building will have copper or brass pipe for the domestic hot, domestic cold and drinking water systems. The sanitary systems will be primarily copper above ground mixed with existing cast iron below ground. The anticipated lifetime for these systems is at least 25 more years for existing copper or brass, 50 years for new copper and 50 years for existing cast iron.

The design and specification preparation for this work will be performed under contract over a period of one year at a cost of $80,000. Construction funds will be requested in fiscal year 1992.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Electrical System Renovation, Cannon Building..... $ 2,000,000

Funds in the amount of $300,000 were appropriated on a "No Year" basis in fiscal year 1989 to allow for the development of detailed design and construction drawings, specifications, cost estimates and construction schedules for the electrical system renovation in the Cannon House Office Building.

Funds in the amount of $2,000,000 are now requested on a "No Year" basis to begin construction in fiscal year 1991. These funds were requested and deferred in fiscal year 1990. The total estimated cost of this work is approximately $6,000,000. The proposed project is to replace all of the antiquated electrical equipment and wiring of the electrical distribution system to improve service and to eliminate various current unsafe conditions in the existing system.

Also, it is proposed to install a complete fire sprinkler and smoke detection system similar to that being installed in the Longworth Building. The total estimated cost of this work is $4,000,000.

The original building electrical system was direct current and in the 1930's was changed to alternating current, although part of the direct current system remained. The electrical system underwent a renovation in the early 1950's. The major deficiencies of the present system, apart from age, are; a) the primary 15 KV switchgear does not have sufficient interrupting capacity to clear a high capacity short circuit; b) the distribution system cannot satisfy the ever-increasing demand for branch circuits for modern office machines; c) the current system allows an unacceptable level of feedback and interference between offices supplied from the same electrical panel.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Electrical System Renovation, Cannon Building (continued)

A 480 volt distribution system has been recommended, with local isolation transformers to furnish 120/208 volts, 3 phase 4 wire power to local panelboards. This is similar to the service now being installed in the Longworth Building.

These funds are therefore requested to proceed with this necessary electrical and fire and life safety improvements. Additional construction funds will be requested in future budgets as construction work proceeds in this fully occupied building. Work will be performed by temporary labor, just as has been the case in the Longworth Building.

Total Cyclical Maintenance..... $2,452,000

Continuing and Initiating Other Programs

Moving Cost, Election Year..... $ 275,000

Funding is again requested to provide for temporary labor to accommodate an estimated 180 moves due to election year suite changes.

In the past, existing maintenance forces supplemented by a few temporary laborers accommodated move requirements. However, the extensive time needed to do this work prevented necessary maintenance and cleaning work from being accomplished. As maintenance and cleaning are very high priority work items, funds are requested to provide for temporary labor for the election year moves.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Moving Cost, Election Year (continued)

The estimate is broken down as follows for a single suite move.

Labor per move		
Skilled		
Electricians	2 man days	
Carpenters	2 man days	
Painters	4 man days	
	8 man days @ $20/hour.....	$ 1,280
Unskilled		
Laborers		
	3 man days @ $10/hour.....	240
	Total per move.....	$ 1,520

The average cost per move multiplied by the average number of moves (180) yields a total need of approximately $275,000.

This is similar to a request that has been made in the Senate Office Buildings for election year needs since 1980, and was provided for the first time in the House Office Buildings in fiscal year 1989.

Installation of Air Curtains, Cannon Building Garage Entrance.....$ 40,000

The installation of air curtains at the two operational entrances to the Cannon Garage are required to reduce the extensive amount of cold air which enters the garage and the building itself through corridors which are connected to the garage. Similar equipment has been installed at the First Street entrance to the Rayburn House Office Building Garage.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Installation of Air Curtains, Cannon Building Garage Entrance (continued)

The installation of mechanical doors would be impractical and ineffective because the garage entrance is open 24 hours a day, 365 days a year. In fact, it is the only entrance to the building from Saturday evening to Monday morning.

The air curtains will greatly improve the conditions in the garage and adjacent corridors, particularly because the basement corridor at the south end of the building passes through the garage entrance. This will also improve working conditions for our personnel who operate the baling machine and work out of the labor room in the vicinity of the garage entrance.

This project will be performed under the direction of the Superintendent of the House Office Buildings with technical support provided by the Director of Engineering and the Air Conditioning Engineering Division.

The air curtains, associated equipment and materials such as piping and insulation, required for this project will be procured via open market purchase orders.

Construction will be performed by in-house personnel. The estimated cost for these air curtains is $40,000.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Installation of Cable from Rayburn Building to HOBA #2..... $ 200,000

At the request of the Chairman of the Committee on House Administration, an alternative path for the communications link that interconnects the House Office Buildings and the critical communications facilities of House Information Systems and all telecommunications located in the House Office Building Annex #2 should be provided. Funds in the amount of $200,000 are therefore requested for this project. Since other private and government agencies will be affected and involved, the work will require careful coordination and will take longer than one year to complete.

This project was requested and deferred in fiscal year 1990. The Chairman on the Committee on House Administration has again requested that this work proceed. According to the Chairman, this project is "urgently needed to assure the integrity and security of the computer and data processing systems of the House."

Remodel House Beauty Shop, Room 139, Cannon Building.....$ 430,000

Funds in the amount of $430,000 are requested to remodel the House Beauty Shop, located in the Cannon House Office Building, Room 139. This project has been included in the fiscal year 1991 budget at the request of the Honorable Mary Rose Oakar, Chair of the Subcommittee on Personnel and Police, Committee on House Administration.

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Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Remodel House Beauty Shop, Room 139, Cannon Building (continued)

The project will include improving the overall appearance and functionality of the Beauty Shop. The existing equipment is over twenty years old, and is not only worn out but does not permit the employees to provide beauty services that are available in commercial establishments. In addition, there is a need to provide for secure storage, a client waiting area, upgrade the employee's locker area, provide overall security to the Beauty Shop, and improve the appearance and functionality of the reception area. This project is being coordinated with the Clerk of the House, and he will provide some of the equipment. Funding is requested on a 'No Year' basis to allow for scheduling of the project with the least interruptions of current operations.

Install Lightning Protection System, HOBA II.....$ 100,000

Funds in the amount of $100,000 are requested to install a lightning protection system for the House Office Building Annex No. 2. This system is warranted because of the installation of electrically sensitive computer equipment found in most offices, including the HIS computer facility.

It is requested that funds be provided for development of design criteria provided by the Architect of the Capitol Electrical Engineering Division and subsequent awarding of a design and build contract based on competitive bids for construction of this project.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Procurement of "You Are Here Signs".....$ 35,000

Funds in the amount of $35,000 are requested to provide "You Are Here" signs throughout the Cannon, Longworth and Rayburn House Office Buildings.

Similar signs have been utilized for several years in the Senate Office Buildings. These signs indicate general location information, as well as provide specific information on the location of handicapped facilities, ramps, toilets and other services.

It is proposed to develop the basic graphics and text for these signs in-house using the CADD system. The funds that are requested will be used to provide for the printing and installation of the signs.

Design of Elevator Modernization, House Office Building.....$ 250,000

The Cannon and Longworth House Office Buildings have fourteen (14) and ten (10) existing elevators, respectively. These elevators have not had a program of comprehensive modernization or major renovation performed since 1975. There have been damage or safety related repairs made on these elevators since that time.

This request provides for continued renovation/modernization of the elevators which began in fiscal year 1989. Work will include modernization of controls and the renovation of the cabs and associated hardware.

Funds were appropriated in fiscal year 1989 in the amount of $1,350,000. That funding includes work on the Rayburn House Office Building elevators not within the scope of this request.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Design for Elevator Modernization, House Office Buildings (continued)

This project will be performed under the direction of the Director of Engineering and Elevator Engineering Division. An elevator engineering design firm will provide specifications and support for this project.

A set of specifications and drawings will be developed with the support of the engineering design firm as part of their contract and incorporated into a construction contract for which bids will be solicited. It is estimated that the total construction cost will be $6,000,000, which will be requested in fiscal year 1992.

Design of Escalator Modernization, Rayburn Building.....$ 100,000

The Rayburn House Office Building has thirty-two (32) escalators all of which have been in service since their installation in 1958. Since this equipment's installation there have been many industry safety and design improvements. Some changes have been made but substantial control and equipment modification are still required.

All of the escalators should be modernized to incorporate current operational and safety technologies. Escalator technology has advanced dramatically in the area of safety and motion sensor and controls since 1958. Escalators have recently been the focus of many litigations involving personal injury and death. The prime facts in most of these incidents was age of the equipment and lack of modern safety sensors and trips.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Design of Escalator Modernization, Rayburn Building (continued)

This request is to prepare construction documents to implement recommendations being currently developed or previously proposed by outside engineering and safety consultants.

This project will be performed under the direction of the Director of Engineering and Elevator Engineering Division. An engineering/escalator design firm is conducting a study of the building's escalator systems and services and is developing options for implementation of a comprehensive escalator modernization project. The design and the development of specifications will be supported by engineering/elevator/escalator design consultants. A set of specifications and drawings will be developed by the engineering design firm as part of their contract and incorporated into a construction contract for which bids will be solicited. The estimated cost of modernization is $4,000,000. These funds will be requested in the fiscal year 1992 budget.

Construction of Courtyard Elevators, Cannon and Longworth Buildings.....$ 8,000,000

A preliminary engineering and architectural study was funded in fiscal year 1988 to explore alternatives to provide elevators in the Cannon and Longworth Buildings. The study recommended that six elevators be installed in the courtyard of the Cannon Building and that four elevators be installed in the courtyard of the Longworth Building.

The fiscal year 1990 appropriation included $600,000 for design. This effort is underway.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Design and Construction of Courtyard Elevators, Cannon and Longworth Buildings (continued)

Three locations in the Cannon Building and two locations in the Longworth Building, each accommodating two new elevators, have been identified. Each of these ten new elevators will be located in the courtyards of the two buildings, thus preventing excessive noise and disruption inside the building during construction. Due to the length of design time and nature of the construction, it is requested that funds be provided on a "No Year" basis. The project will be competitively bid by outside contractors based upon plans and specifications being prepared by an architectural and engineering consulting firm. Approval of this request for fiscal year 1991 is pending authorization from the House Office Building Commission.

Relocation of House Publications Distribution Service.....$10,000,000

Funds in an amount of $10,000,000 are requested to provide for the construction and equipping of a new Publications Distribution Services facility for the House of Representatives.

Design of a new facility has been ongoing for several months and is nearly complete. The relocation of this facility was prompted by concerns over safety, crowded working conditions, and provision of modern printing facilities to the Members of the House of Representatives. The new facility will provide both modernized publication equipment as well as appropriate work environment improvements. The location of the new facility will be adjacent to the new Botanic Garden Growing Facility, which is being constructed at Blue Plains in the District of Columbia.

These funds are requested on a "No Year" basis, as the project will require more than one year to complete.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

House Secure Conference Center.....$ 1,500,000

There is a critical need to have at least one secure central hearing room (secure conference center) within the House of Representatives that is acoustically secure and RFI (radio frequency interference) protected where matters that are sensitive and classified may be discussed without fear of being overheard or having the discussion electronically transmitted. Such a central facility could be scheduled for use by many different committees that need to discuss such matters. Alternative locations are being explored.

This project was requested and deferred in fiscal year 1990. Since then the scope has been scaled back.

Due to the nature of the construction of such a facility, it is requested that funds in the amount of $1,500,000 be appropriated without regard to Section 3709 of the Revised Statutes as amended, and on a "No Year" basis. The project will be partially constructed by outside contracting firms and partially by in-house forces. There will also be a need to enlist the aid of a consulting firm to assist our in-house architectural and engineering personnel in the design of this project. Approval of this request for fiscal year 1991 is pending authorization from the House Office Building Commission and Capitol Police Board.

Emergency Generator for HIS Computer Room.....$ 600,000

The Chairman of the Committee on House Administration has requested that an emergency generator be installed for the HIS Computer Center, located in House Office Building Annex #2, to provide backup power capability.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Emergency Generator for HIS Computer Room (continued)

Although the HIS Computer Center already has an uninterruptible power system with battery backup, the addition of an emergency generator will ensure continued power regardless of the length of time of a power outage. The existing UPS system, which can provide approximately 45 minutes of emergency power from its battery, would be connected to the emergency generator.

It is proposed to install an emergency generator capable of providing power to not only the computer systems but the air conditioning units serving the area. Without air conditioning the heat build up in the computer room would cause the HIS systems to shut down. This will ensure uninterrupted operation regardless of the length of time of a power outage. The Chairman of the Committee on House Administration wrote in support of this project that it was 'urgently needed to assure the integrity and security of the computer and data processing activities of the House.'

As this project will require more than one year to install and test, these funds are requested on a 'No Year' basis.

Total Continuing and Initiating Other Programs	$21,530,000	
Total Increase - NONRECURRING ITEMS	$23,982,000	
TOTAL INCREASES		25,931,000
Total Estimate for 1991		$52,110,000

Schedule C

ARCHITECT OF THE CAPITOL
House Office Buildings

Detailed Analysis of Change by Activity

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1990 Revised	769	27,755
Minus: Nonrecurring costs		- 1,576
Budget Base, 1991	769	26,179

	1991 Request	
I. Adjustments to Base	Staff	Amount ($000)
A. Mandatory Pay and Related Costs		1,638
1. Within-grade Increases and Other Changes		78
2. Overtime Pay		242
3. Night Differential and Sunday Premium Pay		12
4. Annualization of January 1990 Pay Raise		806
5. January 1991 Pay Raise		305
6. 1991 Excess Day Cost		76
7. Contributions to Retirement Funds		119
B. Price Level Changes		47
1. Exterior Pointing and Caulking		7
2. Supplies and Materials		40
C. Program Type Changes		...
1. Legislation		
2. Workload		539
a. General Annual Repairs		63
b. Annual Painting		10
c. Waste Recycling Program		150
d. Supplies and Materials		41
e. Election Year Moving Cost		275
3. Equipment, Alterations, Maintenance, Repairs, Etc.		23,707
a. Exterior Cleaning, Longworth Building		245
b. Replace Air Handling Unit Cooling Coil Header Piping, Rayburn Building		127
c. Design of Plumbing Renovations, Cannon Building		80

Schedule C (continued)

ARCHITECT OF THE CAPITOL
House Office Buildings

Detailed Analysis of Change by Activity
(continued)

I. Adjustments to Base	1991 Request Staff	Amount ($000)
3. Equipment, Alterations, Maintenance, Repairs, Etc. (continued)		
d. Electrical System Renovation, Cannon Building		2,000
e. Installation of Air Curtains, Cannon Building Garage Entrance		40
f. Installation of Cable from Rayburn Building to HOBA II		200
g. Remodel House Beauty Shop, Room 139, Cannon Building		430
h. Install Lightning Protection System, HOBA II		100
i. Procurement of 'You Are Here Signs'		35
j. Design of Elevator Modernization, House Office Buildings		250
k. Design of Escalator Modernization		100
l. Construciton of Courtyard Elevators, Cannon and Longworth Buildings		8,000
m. Relocation of Publications Distribution Service		10,000
n. House Secure Conference Center (SCIF)		1,500
o. Emergency Generator for HIS Computer Room		600
II. Net Increase/Decrease Requested		25,931
III. Total Appropriation Request, 1991	769	52,110

ARCHITECT OF THE CAPITOL
House Office Buildings

Program and Financing (in thousands of dollars)

		1989 actual	1990 est.	1991 est.
	Program by activities:			
10.00	Total obligations	29,052	33,558	52,991
	Financing:			
21.40	Unobligated balance available, start of year	−7,799	−6,734	−931
24.40	Unobligated balance available, end of year	6,734	931	50
25.00	Unobligated balance lapsing	908		
39.00	Budget authority	28,895	27,755	52,110
	Budget authority:			
40.00	Appropriation	28,895	27,875	52,110
40.00	Reduction pursuant to P.L. 101–164		−120	
43.00	Appropriation (adjusted)	28,895	27,755	52,110
	Relation of obligations to outlays:			
71.00	Obligations incurred, net	29,052	33,558	52,991
72.40	Obligated balance, start of year	3,359	4,985	2,304
74.40	Obligated balance, end of year	−4,985	−2,304	−12,206
77.00	Adjustments in expired accounts	−29		
90.00	Outlays	27,397	36,149	43,089

Object Classification (in thousands of dollars)

		1989 actual	1990 est.	1991 est.
	Personnel compensation:			
11.1	Full-time permanent	14,483	16,575	17,562
11.3	Other than full-time permanent	550	15	15
11.5	Other personnel compensation	2,729	2,684	3,095
11.9	Total personnel compensation	17,660	19,274	20,672
12.1	Civilian personnel benefits	2,909	3,678	3,917
23.3	Communications, utilities, and miscellaneous charges	3		
25.0	Other services	7,194	9,521	27,236
26.0	Supplies and materials	884	815	896
31.0	Equipment	332	270	270
42.0	Insurance claims and indemnities	1		
90.9	Total obligations	29,052	33,558	52,991

Personnel Summary

Total number of full-time permanent positions	760	760	760
Total compensable workyears:			
Full-time equivalent employment	746	743	767
Full-time equivalent of overtime and holiday hours	63	50	59

Note: This table was not included in the President's budget for 1991.

HOUSE OFFICE BUILDINGS

OBJECT CLASSIFICATION

(In thousands of dollars)

Item	1989 actual	1990 estimate	1991 estimate
25.0 Other services:			
General annual repairs	$200	$135	$198
Elevator and escalator repair	69	74	74
Annual painting	189	190	190
Maintenance, air-conditioning system	110	126	126
Maintenance, subway transportation system	8	12	12
Insect and pest control	20	25	25
Miscellaneous improvements	110	109	100
Exterior painting and caulking	138	144	151
Maintenance and repair, House restaurant equipment	16	20	30
Installation of new dishwashing machine, LHOB	52		
House Library improvements, B-18, CHOB	33		
Relocate temperature control air compressor, RHOB	62		
Replace air handling unit filters, RHOB	40		
Asbestos abatement	143	150	150
Election year moving cost	217		275
Training	33	37	37
Replace marble pavers, CHOB		144	
Study of lighting system improvements, Committee rooms		72	
Study of replacement of windows, CHOB		25	
Alterations to House Annex No. 2		143	215
Replace sections of air conditioning system, Longworth building		28	
Fire protection improvements, Cannon, Longworth, and Rayburn buildings		68	
Program for energy conservation, House office buildings	76	192	788
Replacement of computer room air-conditioning units, House Annex No. 2		4	
Additional air-conditioning, fifth floor, Cannon building	92	1	
Installation of additional CATV equipment	62	39	
HOBA #1, renovation of page dormitory		10	
Renovations and alterations to 501 First Street, S.E.		2	
Modifications to elevators to provide fire service, Rayburn building		32	
Longworth electrical and fire protection improvements	4,721	4,002	1,130
Asbestos air sampling and analysis equipment		1	
Upgrade secondary hot water systems, CHOB		24	
Replace kitchen domestic water heaters, LHOB		38	
Alterations to Room H-140, CHOB		5	
Building-wide smoke detection and voice fire alarm system, Rayburn House Office Building	42	200	108
Building-wide smoke detection and voice fire alarm system, Cannon House Office Building	30	600	170
Installation of duress alarms		150	150
Replace speech reinforcement systems	6	364	
Renovate House recording studio	197	46	
Electrical systems renovation design, CHOB	53	248	2,000
Elevator repair, House office buildings		1,350	
Design and construction of courtyard elevators		600	8,000
House secure conference center			1,500
Combined project adjustments		5	
Contingency		26	
Design and development, Publications Distribution Service	389	81	
Alterations to spaces, House side	44		
Remodel House Day Care Center	20		
Space layout, H2-311, 313	6		
Office waste recycling program	28		150
Installation of air curtains, CHOB garage entrance			40
Exterior restoration and cleaning, LHOB			243
Replace air handling unit cooling coil header piping, RHOB			127
Installation of cable, RHOB to HOBA II			200
Remodel House beauty shop, Room 139, CHOB			430
Install lightning protection system, HOBA II			100
"You are here" signs			55
Relocation of publications distribution service facility			10,000
Emergency generator, HIS Computer Center			550
Elevator modernization design, House office buildings			250
Escalator modernization program and design			100
Plumbing renovations design, CHOB			80
Total, other services	$7,194	$9,522	$27,236
31.0 Equipment:			
Annual	$272	$170	$170
Movable partitions	30	30	30
Replacements, repairs and improved facilities, restaurants in House Office Buildings	63	70	70
Replacement of fork lift	18		
Total, equipment	$333	$270	$270

CANNON, LONGWORTH AND RAYBURN HOUSE OFFICE BUILDINGS, GARAGES, AND HOUSE ANNEXES

Objectives

This appropriation provides for the structural, mechanical, and domestic care of the Cannon, Longworth and Rayburn House Office Buildings, Garages, and House Annexes, the House subways, and the operation of the mechanical equipment. The Cannon and Longworth Buildings each contain approximately 500 office and committee rooms, together with storage rooms, shops, transformer stations, and subways. The Rayburn House Office Building contains approximately 700 office and committee rooms, together with storage rooms, shops, transformer rooms, subways, and other miscellaneous facilities. The old building, known as the Cannon House Office Building, has a 300-car garage in its courtyard; the Longworth House Office Building has a cafeteria in its courtyard; the Rayburn House Office Building has a 1,600-car garage in its substructure.

The Cannon Building is 82 years old, having been occupied January 10, 1908; the Longworth Building is 57 years old, having been occupied April 20, 1933; general occupancy of Congressional suites in the Rayburn Building commenced in February 1965 and was completed in April 1965. Occupancy of Committee Rooms in the Rayburn Building commenced in March 1965 and was also completed in April 1965. The underground garages in Squares 637 and 691, accommodating 1,276 automobiles and building maintenance shops, were placed in operation in September 1967 and are being operated and maintained under this appropriation under the provisions of existing law.

House Annex #1 ("Congressional Hotel") Building has been remodeled and the remodeled areas have been occupied by House personnel under authority of Section 8 of Public law #2-313 (86 Stat. 222) approved June 16, 1972. House Annex #2 ("FBI Building"), was made part of the House Office Buildings complex for occupancy by the House, under authority of Public Law 94-6, approved February 28, 1975. The building at 301 First Street, S.E., was acquired for use as a House Office Building pursuant to Public Law 98-367, approved July 17, 1984, and the Additional House Office Building Act of 1955 (69 Stat. 41, 42).

Objectives (continued)

A regular force of 769 employees was allowed for the fiscal year 1990 for the care of these buildings and garages and their mechanical equipment, which includes such items as the air conditioning systems with their extensive and complex equipment; 66 elevators, 31 escalators and 1 lift; 1 dumbwaiter, and 2 subway cars and transportation system; electric fixtures and wiring; legislative bell, clock, and buzzer systems; plumbing fixtures and piping.

A force of 769 employees is required for 1991, the same as last year. This force, covering 3 shifts daily, includes: 1 Superintendent, 32 clerical and administrative assistants, 1 Superintendent of the House Office Building Garage, 55 garage attendants and laborers, 1 elevator operator starter, 15 elevator operators, 1 gym director, 7 gym attendants, 55 air conditioning mechanics and helpers, 150 other mechanics and helpers, 5 subway operators, 279 custodial workers, 153 laborers and helpers, 6 supply personnel, 4 nurses, and 4 administrative positions.

The Architect performs his duties in connection with buildings under authority of the Acts of March 4, 1907 (34 Stat. 1365), May 28, 1908 (40 U.S.C. 184), April 22, 1955 (40 U.S.C. 175), June 16, 1972 (86 Stat. 222), and February 28, 1975 (89 Stat. 11-12).

Estimate 1991
House Office Buildings

ITEMS UNDER WHICH NO CHANGES OCCUR

Elevator and Escalator Repairs	$ 74,000
Maintenance and Air Conditioning System	126,000
Asbestos Removal, Replacement and Control	150,000
Maintenance, Subway Transportation System	12,000
Miscellaneous Improvements	100,000
Insect and Pest Control	25,000
Training	37,000
Annual Equipment	170,000
Movable Partitions	30,000
Maintain and Repair House Restaurant Equipment and Facilities	30,000
Replace and Improve House Restaurant Facilities	70,000
Longworth Electrical and Fire Protection Improvements (No Year)	1,130,000

Schedule A

ARCHITECT OF THE CAPITOL
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	FY 89 ACTUAL * STAFF	FY 89 ACTUAL * DOLLARS ($000)	FY 90 ESTIMATE STAFF	FY 90 ESTIMATE DOLLARS ($000)	FY 91 ESTIMATE STAFF	FY 91 ESTIMATE DOLLARS ($000)	NET CHANGE 90/91 STAFF	NET CHANGE 90/91 DOLLARS ($000)
1. Breakdown by Activity:								
House Office Buildings	769	29,052	769	27,755	769	52,110		24,355
Total	769	29,052	769	27,755	769	52,110		24,355
2. Breakdown by Object Class:								
11 Personnel Compensation		17,669		19,274		20,671		1,397
12 Personnel Benefits		2,968		3,677		3,918		241
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications and Utilities		3						
24 Printing and Reproduction								
25 Other Services		7,194		3,719		26,355		22,636
26 Supplies and Materials		884		815		896		81
31 Equipment		333		270		270		
32 Land and Structures								
42 Insurance Claims and Indemnities		1						
Total		29,052		27,755		52,110		24,355

* Includes Obligations from Prior Year "No Year" Authority

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Schedule B

ARCHITECT OF THE CAPITOL
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		PROGRAM TYPE CHANGES: WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGES	
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Activity:												
House Office Buildings		1,630		47				539		23,707		25,931
Total		1,630		47				539		23,707		25,931
2. Breakdown by Object Class:												
11 Personnel Compensation		1,390										1,390
12 Personnel Benefits		240										240
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services				7				498		23,707		24,212
26 Supplies and Materials				40				41				81
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		1,630		47				539		23,707		25,931

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Estimate 1991
Summary
Capitol Power Plant

Capitol Power Plant
Summary

	Positions	Amount
1990 Appropriation in annual act	104	$25,613,000
1990 Estimated reimbursements	...	2,296,000
Sequestration pursuant to P.L. 99-177	...	(-) 169,000
Reduction pursuant to P.L. 101-164	...	(-) 110,000
Total Appropriation 1990 and Estimated Reimbursements Revised	104	$27,630,000

	Positions	Amount		
1990 Nonrecurring Deductions				
Replace Baghouse Filters	...	$ 77,000		
Replace Dealkalizer Resin	...	100,000		
Replace Economizers on 3 Coal-fired Boilers	...	306,000		
Retube Four Oil-fired Boilers	...	543,000		
Replace Two Plant Vehicles	...	26,000		
Total 1990 Nonrecurring Deductions			...	(-)1,052,000
Total 1991 Base			104	$26,578,000

Estimate 1991
Summary
Capitol Power Plant (continued)

Capitol Power Plant
Summary
(continued)

	Positions	Amount	Positions	Amount
Increases				
Mandatory Items				
Overtime Pay	...	$ 19,000		
Wage Rate Increases, Wage Board Employees, January, 1990 pay raise	...	131,000		
Increased Civilian Pay Act Cost, January, 1990	...	6,000		
Wage Rate Increases, Wage Board Employees, January, 1991 pay raise	...	50,000		
Increased Civilian Pay Cost, January, 1991	...	2,000		
1991 Excess Day Cost	...	14,000		
Contribution to Retirement Funds	...	19,000		
Payment to Health Benefits Fund	...	3,000		
Total Mandatory Items			...	244,000
Annual Recurring Maintenance				
Water and Sewer Services Payment to D.C Government	...	$3,147,000		
General Annual Repairs	...	32,400		
Supplies and Materials	...	22,600		
Total Annual Recurring Maintenance			...	3,202,000

Estimate 1991
Summary
Capitol Power Plant (continued)

Capitol Power Plant
Summary
(continued)

	Positions	Amount	Positions	Amount
Nonrecurring Items				
Cyclical Maintenance				
Install Two New Feedwater Pumps	...	$ 85,000		
Replace Steam Lines to Botanic Garden	...	600,000		
Repairs to Pipe Tunnel	...	3,000,000		
Total Cyclical Maintenance	...	$3,685,000		
Continuing and Initiating Other Programs				
Design for Additional Steam Generation Capacity	...	$1,000,000		
Variable Speed Fan Control, West Refrigeration Plant	...	128,000		
Install Stop Valves, West Refrigeration Plant	...	240,000		
Total Continuing and Initiating Other Programs	...	$1,368,000		
Total Nonrecurring Items			...	5,053,000
Total Increases			...	8,499,000
Total for 1991			104	$ 35,077,000
Less Estimated Reimbursements			...	(-) 2,400,000
Total Estimate 1991			104	$ 32,677,000

CAPITOL POWER PLANT -- (Net Increase for 1991.....$7,343,000)

1990 Appropriation in annual act		$ 25,613,000
1990 Estimated reimbursements		2,296,000
Sequestration pursuant to P.L. 99-177		(-) 169,000
Reduction pursuant to P.L. 101-164		(-) 110,000
Total Appropriations and Estimated Reimbursements Revised		$ 27,630,000
Deductions - Nonrecurring Items		
Replace Baghouse Filters	$ 77,000	
Replace Dealkalizer Resin	100,000	
Replace Economizers on 3 Coal-fired Boilers	306,000	
Retube Four Oil-fired Boilers	543,000	
Replace Two Plant Vehicles	26,000	(-)1,052,000
Base for 1991		$26,578,000

Increases

MANDATORY ITEMS

Overtime pay	$ 19,000
Wage rate increases, wage board employees, January, 1990 pay raise	131,000
Increased civilian pay act cost, January, 1990	6,000
Wage rate increases, wage board employees, January, 1991 pay raise	50,000
Increased civilian pay cost, January, 1991 pay raise	2,000
1991 excess day cost	14,000
Contribution to retirement funds	19,000
Payment to health benefits fund	3,000
Total Increase - MANDATORY ITEMS	$ 244,000

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS

Water and Sewer Services Payment to District of Columbia..... $3,147,000

Funds are requested in fiscal year 1991 to begin annual payment to the District of Columbia Government for water and sewer service charges. These costs were authorized to be paid to the District Government by Public Law 101-168, the District of Columbia Appropriations Act, 1990. The estimated cost of water and sewer service payments to the District will be $3,147,000, according to estimates provided by the District.

General annual repairs and alterations increased from $411,000 to $443,400..... $ 32,400

This allotment provides for general annual repair and maintenance of the power plant buildings including elevators, the extensive mechanical equipment within the plant and the extensive steam and chilled water distribution systems. Basic repairs for such items as steam generators, stokers, ash and coal handling equipment, electrostatic precipitators, refrigeration compressors, cooling towers, and numerous other items of equipment required to furnish steam and chilled water are funded from this allotment. Of the increase, $27,400 is requested to cover the current cost of this program, and reflects a 6% increase for inflationary costs, and $5,000 reflects a new request to cover maintenance at the recently acquired coal yard at 42 Eye Street, S.E.

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Annual supplies and materials increased from $306,200 to $328,800..... $ 22,600

This allotment provides for miscellaneous annual supplies such as freon gas for refrigeration machines, chemicals for the treatment of water used in the refrigeration and steam generating systems, lubricants for the rotating machinery, lamp replacements and other electrical supplies, cleaning materials, paint, lumber, tools, and other consumable items used each day to keep the plant operating in a safe and satisfactory manner. The requested 7% increase of $22,600 is to cover the rising cost of this program, especially for refrigeration plant water treatment supplies.

Total Increase - ANNUAL RECURRING ITEMS.....$3,202,000

OTHER INCREASES - NONRECURRING ITEMS

Cyclical Maintenance

Install Two New Feedwater Pumps..... $ 85,000

The existing small feedwater pumps that serve the steam generating coal and oil fired boilers are beginning to develop problems, making them more difficult to keep in top operating condition. As a result, their reliability becomes questionable as to whether they can provide adequate feedwater to the boilers when in operation. Funds are requested to replace the three existing pumps with two new pumps of a larger size which would more closely match existing loads. The existing pumps have been reworked and upgraded a number of times to keep them in operating condition. However, the units are worn-out, due to age and service. New units are needed to insure continued performance and reliability in the steam plant.

The cost of purchasing new feedwater pumps is $83,000. The new equipment will be installed by in-house personnel.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Replace Steam Lines to Botanic Garden.....$ 600,000

Funds for this project were requested and deferred in fiscal year 1990. A recent assessment of the condition of the steam lines indicates that the existing lines have deteriorated significantly since last year. When the heating system to the Botanic Garden was activated in the fall, 1989, a steam leak was discovered. Although the Botanic Garden heating system has been activated, the situation is such that repairs must be undertaken as soon as possible.

The steam and condensate lines running from the Rayburn House Office Building to the Botanic Garden must be replaced. The original steam lines were eight inches in size and were buried directly in the ground. When leaks developed in these lines, new piping which was six inches in size was shoved through the inside of the eight inch lines to renew the service. In 1986, when these six inch lines rusted out, new four inch piping was shoved through the inside of the six inch lines.

As this work was being performed, sections of the larger piping came out with the new pipe at the manholes, showing complete deterioration. Now there is no means of renewing this piping any further.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Replace Steam Lines to Botanic Garden (continued)

The only method to keep this steam service in operation is to replace the steam lines and install new piping completely. The existing piping will hold for several years, but this work is necessary and should be performed now rather than in an emergency situation. To have any disruption of steam service during the heating season would mean the loss of most of the valuable and in some cases irreplaceable plants in the Conservatory. Therefore, this work should be performed during the summer months when service to the Botanic Garden is shut off. The cost of this work is $600,000. It will be performed by the Construction Branch of the Architect of the Capitol due to its complexity and duration, and supervised by personnel from the Capitol Power Plant.

Repairs to Pipe Tunnel.....$ 3,000,000

The North Carolina Avenue Pipe Tunnel has deteriorated seriously and must be restored. The D. C. Department of Public Works has determined that the street paving and subgrade above and around the tunnel has deteriorated to the point that truck traffic must be banned. The District programmed fiscal year 1989 funds for consulting fees for the reconstruction of paving and subgrade above the tunnel and the Architect of the Capitol has coordinated the tunnel repairs accordingly. It is expected that construction funding for the street repair will be included in the District's fiscal year 1991 appropriation request.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Repairs to Pipe Tunnel (continued)

The cost of reconstruction and repair of the tunnel would be much less for the Architect of the Capitol if it were accomplished in conjunction with the District's effort. A consultant, retained using fiscal year 1989 funds appropriated for this purpose, is working on a preliminary design study in order to develop the most feasible construction option, coordinated with the District's efforts, and to develop credible design and construction cost.

In addition, funds are requested to repair a portion of the pipe tunnel beneath Constitution Avenue which recently suffered a partial collapse.

These funds are requested to provide construction drawings and contract specifications, and funds to proceed with final repair once the contract documents are completed. As this work will require more than one year to complete, these funds are requested on a "No Year" basis. Further, in order to prequalify contractors whose experience and reputation in this type of work are of the highest standard, these funds are requested to be exempt from the provision of Sec. 3709 of the Revised Statutes, as amended.

Total Cyclical Maintenance..... $3,685,000

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs

Design for Additional Steam Generating Capacity..... $1,000,000

It is necessary at this time to request funding to begin the design of a new or remodeled steam plant for the Capitol Power Plant. A project was approved in the fiscal year 1989 budget to perform a conceptual design of future expansion of the Capitol Power Plant. Based on the results of this study, actual design work can then be started.

The final report will be submitted in January 1990. Preliminary indications conclude, however, that existing plant steam and chilled water generating capacity is nearing maximum levels. In addition, despite constant improvements to the plant, the study will indicate that the age of the facility warrants consideration of replacement of major equipment components. Funds are therefore required to proceed with a design for providing future steam and chilled water production.

Since the usual overall time frame in the construction of a new plant ranges from eight to ten years in duration due to budget considerations and to the normal design/construction process, beginning design work as soon as possible will shorten this process by several years.

With the contemplation of additional loads to the steam and chilled water system, plant reliability becomes a vital concern and the completion and initial operation of a new plant becomes more critical. It is therefore necessary to appropriate an amount of $1,000,000 to begin this design construction process. This project was requested and deferred in fiscal year 1990. Approval of this request for fiscal year 1991 is pending authorization from the House Office Building Commission, which has jurisdiction over such matters at the Capitol Power Plant.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Variable Speed Fan Control, West Refrigeration Plant..... $ 128,000

This project is requested to change the electric motor starters controlling the speed on the cooling tower fans in the West Refrigeration Plant from two speed to variable speed. The object is to minimize the initial induced torque on the fan gear reducers which occurs when the fans are started or are changed from low to high speed, or high to low speed.

Numerous failures have occurred to the gear reducers due to bearing failure. This is usually due to the initial induced torque loads on the bearings. With variable speed drive, the fans are started at low speed and are then adjusted up or down depending on condenser water temperature. By eliminating the jolt to the gear reducers when started or changed, the reducers should provide longer life since there is reduced stress placed on the units.

Since the Power Plant attempts to operate strictly in the West Refrigeration Plant during the summer, due to its greater efficiency, the loss of a single gear reducer cuts condenser water operation by 25 percent. If the probability of reducer problems can be reduced better overall reliability in plant capacity to produce chilled water is achieved and maintained.

The work involved requires removing the two-speed starters and replacing them with variable speed controllers having a remote set point adjuster and sensor. Each of the four fans has its own set of controls. New fan control equipment will be purchased, and the work will be performed by in-house personnel.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Install Stop Valves, West Refrigeration Plant..... $ 240,000

Funds are requested to install rotary plug valves in the condenser water lines entering and leaving all four condenser units in the West Refrigeration Plant.

The existing control ball valves do not shut off tightly and therefore leak continuously. Because of the leakage in order to work on a single chiller on the condenser water side in the West Refrigeration Plant, the whole plant has to be shut down, the condenser water lines drained, the Maintenance Crew brought in on overtime, the refrigeration load shifted to the East Refrigeration Plant, and the unit then disassembled. Blind flanges are then installed on the open condenser lines and the rest of the plant is placed back into operation. The same procedure then has to be repeated again to return the individual chiller unit to service.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Install Stop Valves, West Refrigeration Plant (continued)

If these valves are installed, a particular unit can be taken down while the plant is in operation, thereby maintaining continuous and efficient service to the Capitol Complex. This is a vital concern with the load on the plant increasing each year. Repairs can be accomplished in a couple of days instead of a week or two. This also saves on chemicals in the condenser water which must be drained, overtime on the part of the Maintenance Crew, and additionally provides greater reliability on the part of the plant to maintain production of chilled water.

This equipment will be purchased and installed by in-house forces.

Total Continuing and Initiating Other Programs	$ 1,368,000	
Total Increase - NONRECURRING ITEMS	$ 5,053,000	
TOTAL INCREASES		$ 8,499,000
Total for 1991		$35,077,000
Less Estimated Reimbursements		(-)$ 2,400,000
Total Estimate 1991		$32,677,000

Schedule C

ARCHITECT OF THE CAPITOL
Capitol Power Plant

Detailed Analysis of Change by Activity

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1990 Revised	104	25,334
Estimated Reimbursements		2,296
Minus: Nonrecurring costs		- 1,052
Budget Base, 1991	104	26,578

	1991 Request	
I. Adjustments to Base	Staff	Amount ($000)
A. Mandatory Pay and Related Costs		244
1. Overtime Pay		19
2. Annualization of January 1990 Pay Raise		137
3. January 1991 Pay Raise		52
4. 1991 Excess Day Cost		14
5. Contribution to Retirement Funds		19
6. Payment to Health Benefit Fund		3
B. Price Level Changes		50
1. General Annual Repairs		27
2. Supplies and Materials		23
C. Program Type Changes		
1. Legislation		3,147
a. Water and Sewer Payment to D.C. Government		3,147
2. Workload		5
a. General Annual Repairs		5
3. Equipment, Alterations, Maintenance, Repairs, Etc.		5,053
a. Install Two New Feedwater Pumps		85
b. Replace Steam Lines to Botanic Garden		600
c. Repairs to Pipe Tunnel		3,000

Schedule C (continued)

ARCHITECT OF THE CAPITOL
Capitol Power Plant

Detailed Analysis of Change by Activity
(continued)

I. Adjustments to Base	1991 Request Staff	Amount ($000)
3. Equipment, Alterations, Maintenance, Repairs, Etc. (continued)		
d. Design for Additional Steam Generation Capacity		1,000
e. Variable Speed Fan Control, West Refrigeration Plant		128
f. Install Stop Valves, West Refrigeration Plant		240
II. Net Increase/Decrease Requested		8,499
III. Estimated Reimbursement		- 2,400
IV. Total Appropriation Request, 1991	104	32,677

ARCHITECT OF THE CAPITOL
Capitol Power Plant

Program and Financing (in thousands of dollars)

		1989 actual	1990 est	1991 est
	Program by activities:			
00.01	Direct program	22,217	25,499	32,677
01.01	Reimbursable program	1,950	2,296	2,400
10.00	Total obligations	24,167	27,795	35,077
	Financing:			
	Offsetting collections from:			
11.00	Federal funds	-1,827	-2,181	-2,280
14.00	Non-Federal sources	-123	-115	-120
21.40	Unobligated balance available, start of year	-168	-165	
24.40	Unobligated balance available, end of year	165		
25.00	Unobligated balance lapsing	2,571		
27.00	Reduction pursuant to P.L. 99-177		4	
39.00	**Budget authority**	**24,785**	**25,338**	**32,677**
	Budget authority:			
40.00	Appropriation	24,785	25,613	32,677
40.00	Reduction pursuant to P.L. 101-164		-110	
40.00	Reduction pursuant to P.L. 99-177		-169	
43.00	**Appropriation (adjusted)**	**24,785**	**25,334**	**32,677**
	Relation of obligations to outlays:			
71.00	Obligations incurred, net	22,217	25,499	32,677
72.40	Obligated balance, start of year	6,434	3,349	3,800
74.40	Obligated balance, end of year	-3,349	-3,800	-5,944
77.00	Adjustments in expired accounts	-2,685		
90.00	Outlays	22,617	25,049	30,533

Object Classification (in thousands of dollars)

		1989 actual	1990 est	1991 est
	Direct obligations:			
	Personnel compensation:			
11.1	Full-time permanent	2,484	2,644	2,784
11.3	Other than full-time permanent	52	6	14
11.5	Other personnel compensation	271	256	290
11.9	Total personnel compensation	2,807	2,906	3,088
12.1	Civilian personnel benefits	478	543	581
23.3	Communications, utilities, and miscellaneous charges	15,025	17,379	20,481
25.0	Other services	1,026	1,602	5,493
26.0	Supplies and materials	2,881	3,043	3,034
31.0	Equipment		26	
99.0	Subtotal, direct obligations	22,217	25,499	32,677
99.0	Reimbursable obligations	1,950	2,296	2,400
99.9	Total obligations	24,167	27,795	35,077

Personnel Summary

Direct:			
Total number of full-time permanent positions	104	104	104
Total compensable workyears:			
Full-time equivalent employment	82	85	88
Full-time equivalent of overtime and holiday hours	4	3	4
Reimbursable:			
Total compensable workyears: Full-time equivalent employment	13	16	16

Note: This table was not included in the President's budget for 1991.

CAPITOL POWER PLANT

OBJECT CLASSIFICATION

[In thousands of dollars]

Item	1989 actual	1990 estimate	1991 estimate
23.3 Communications, utilities, and miscellaneous charges:			
Communication services	$1	$1	$1
Annual gas	73	625	625
Purchase of electrical energy	15,256	17,183	17,183
Purchase of steam for House Annex No. 2	260	260	260
Water and sewer services payment to D.C.	.....	.....	3,147
Purchase of chilled water for House Annex No. 2	214	225	225
Total, communications, utilities, and miscellaneous charges	$15,804	$18,294	$21,441
25.0 Other services:			
General annual repairs and alterations (includes elevator maintenance)	$607	$411	$443
Miscellaneous improvements	44	50	50
Replacement of expansion joints in steam lines	2	97	.....
Construction of a new ash silo	.....	68	.....
Training	4	12	12
Repair softener tanks	30	.....	.....
Repairs to railroad siding	23	.....	.....
Install emissions measuring equipment	70	.....	.....
Retube rear boilers, Nos. 4, 6, and 7	42	.....	.....
Seal cracks, west refrigeration plant	25	.....	.....
Conceptual design of future expansion to plant	180	.....	.....
Design for repairs to pipe tunnel under No. Carolina Ave.	30	.....	.....
Plumbing repairs at 42 Eye Street	21	.....	.....
Replace bag house filters	.....	77	.....
Replace dealkalizer resin	.....	100	.....
Replace economizers on three coal-fired boilers	.....	306	.....
Design for additional plant facility	.....	.....	1,000
Replace steam lines to Botanic Garden	.....	.....	600
Retube four oil-fired boilers	.....	543	.....
Install two new feedwater pumps	.....	.....	85
Variable speed fan control, W. Refrigeration plant	.....	.....	128
Install stop valves, W. Refrigeration plant	.....	.....	240
Install baghouse filter on No. 3 coal-fired boiler	.....	.....	3,000
Total, other services	$1,078	$1,664	$5,558
26.0 Supplies and materials:			
Miscellaneous annual supplies	$346	$306	$329
Fuel: Coal	2,461	3,015	3,015
Fuel: Oil	698	456	456
Total, supplies and materials	$3,505	$3,777	$3,800

Estimate 1991
Capitol Power Plant

Objectives

This appropriation is for the operation and maintenance of the Capitol Power Plant, which has been in operation since December 1, 1910. It provides heat and air conditioning refrigeration for the Capitol, Senate and House Office Buildings, and Library of Congress Buildings; heat for the United States Botanic Garden; heat and air conditioning for the Senate and House Garages; and steam heat for the Government Printing Office and the Washington City Post Office, and steam heat and air conditioning for the Folger Shakespeare Library, Union Station complex, and the U. S. Supreme Court Building on a reimbursable basis. The Architect of the Capitol performs his duties in connection with the plant under authority of the Act of March 4, 1911 (36 Stat. 1414).

All electrical energy is now being purchased from the local public utility. Approximately one-half of the electrical load at the Capitol Power Plant has been purchased since September 1950, and the remaining one-half load since September 1951 when generation of all electrical energy at the Capitol Power Plant was discontinued. The energy purchased for all buildings and grounds under the jurisdiction of the Architect of the Capitol is now 60-cycle alternating current, having been converted from 25-cycle alternating current during the period 1951 - 1963 under funds allowed for such purpose by Congress.

In addition to heat, air conditioning and electricity, water and sewer services for the Capitol Complex will be paid to the D.C. Government pursuant to P.L. 101-168.

The steam generated by the Capitol Power Plant in the fiscal year 1989 was 1,209 million pounds, a two percent increase over 1988. The steam was supplied to the various buildings served through approximately 3 miles of steam lines. The new steam generators, new tunnel and steam lines, installed under the Capitol Power Plant Changes and Improvements Project, have been in service since 1954. The output of the refrigeration plant in the fiscal year 1989 was approximately 80 million ton-hours of refrigeration, a six percent increase over 1988.

A work force of 104 employees, the same as allowed for 1990, is required for 1991 for the operation of the Capitol Power Plant.

Estimate 1991
Capitol Power Plant

ITEMS UNDER WHICH NO CHANGES OCCUR

Travel	$ 100
Communication Services	1,000
Fuel: Coal	3,015,000
Fuel: Oil	455,800
Miscellaneous Improvements	50,000
Training	12,000
Purchase of Steam from GSA for HOBA No. 2	260,000
Purchase of Chilled Water from GSA for HOBA No. 2	225,000
Purchase of Electrical Energy	17,183,000
Annual Gas	625,000

Schedule A

ARCHITECT OF THE CAPITOL
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	FY 89 ACTUAL * STAFF	FY 89 ACTUAL * DOLLARS ($000)	FY 90 ESTIMATE STAFF	FY 90 ESTIMATE DOLLARS ($000)	FY 91 ESTIMATE STAFF	FY 91 ESTIMATE DOLLARS ($000)	NET CHANGE 90/91 STAFF	NET CHANGE 90/91 DOLLARS ($000)
1. Breakdown by Activity:								
Capitol Power Plant	104	22,217	104	25,334	104	32,677		7,343
Total **	104	22,217	104	25,334	104	32,677		7,343
2. Breakdown by Object Class:								
11 Personnel Compensation		2,807		2,906		3,088		182
12 Personnel Benefits		478		543		581		38
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications and Utilities		15,025		17,379		20,481		3,102
24 Printing and Reproduction								
25 Other Services		1,026		1,437		5,493		4,056
26 Supplies and Materials		2,881		3,043		3,034		(9)
31 Equipment				26				(26)
32 Land and Structures								
42 Insurance Claims and Indemnities								
Total **		22,217		25,334		32,677		7,343

* Includes Obligations from Prior Year 'No Year' Authority
** Excludes actual reimbursements of $1,950,000 in FY 1989 and estimated reimbursements of $2,296,000 in FY 1990 and $2,400,000 in FY 1991 for furnishing steam and chilled water

9.16

24-786 O—90—24

Schedule B

ARCHITECT OF THE CAPITOL
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.			
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Activity:												
Capitol Power Plant *		190				3,147		5		5,053		8,395
Total		190				3,147		5		5,053		8,395
2. Breakdown by Object Class:												
11 Personnel Compensation		149										149
12 Personnel Benefits		41										41
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities						3,147						3,147
24 Printing and Reproduction												
25 Other Services								5		5,053		5,058
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		190				3,147		5		5,053		8,395

* Changes adjusted to include increase in estimated reimbursements of $104,000

Estimate 1991
Summary
Library Buildings and Grounds,
Structural and Mechanical Care

Library Buildings and Grounds, Structural and Mechanical Care
Summary

	Positions	Amount
1990 Appropriation in annual act	139	$ 7,167,000
Reduction pursuant to P.L. 101-164	...	(-) 31,000
Total Appropriation 1990 Revised	139	7,136,000

	Positions	Amount		
1990 Nonrecurring Deductions				
None				
Total 1990 Nonrecurring Deductions	...		...	.....
Total 1991 Base	139		$ 7,136,000	
Increases				
Mandatory Items				
Within-grade Promotions, Wage Board Employees	...	$ 27,000		
Within-grade Salary Advancements and Other Changes, GS Employees	...	11,000		
Overtime	...	88,000		
Wage Rate Increases, Wage Board Employees, January, 1990 pay raise	...	189,000		
Increased Civilian Pay Act Cost, January, 1990	...	16,000		
Wage Rate Increases, Wage Board Employees, January, 1991 pay raise	...	71,000		
Increased Civilian Pay Cost, January, 1991	...	6,000		
1991 Excess Day Cost	...	18,000		
Payment to Health Benefits Fund	...	56,000		
Total Mandatory Items	...			482,000
Annual Recurring Maintenance				
Maintenance Air Conditioning System	...	$ 10,000		
Asbestos Abatement	...	42,000		
Roof Maintenance	...	20,000		
Supplies and Materials	...	18,000		
Total Annual Recurring Maintenance	...			90,000

Library Buildings and Grounds, Structural and Mechanical Care
Summary
(continued)

	Positions	Amount	Positions	Amount
Nonrecurring Items				
Cyclical Maintenance				
Replace Cafeteria Dishwasher, Madison Building	...	$ 125,000		
Replace Machine Shop Equipment	...	50,000		
Design for Roof Replacement, Jefferson Building	...	300,000		
Design to Improve A/C in the Great Hall, Jefferson Building	...	75,000		
Roof Replacement, Madison Building	...	$3,100,000		
Total Cyclical Maintenance	...	$3,650,000		
Continuing and Initiating Other Programs				
Modifications to Mumford Room, Madison Building	...	$ 85,000		
Install Radio Signal Reinforcement System, Madison Building	...	90,000		
Installation of Vestibule, Madison Building, Independence Avenue Entrance	...	100,000		
Install Elevators A-2 and D-2	...	650,000		
Install Frequency Inverters for VAV Fans, Madison Building	...	150,000		
Install Lightning Protection, Adams Building	...	75,000		
Install Lightning Protection, Jefferson Building	...	100,000		
Total Continuing and Initiating Other Programs	...	$1,250,000		
Total Nonrecurring Items			...	$ 4,900,000
Total Increases			...	5,472,000
Total Estimate for 1991			139	$12,608,000

LIBRARY BUILDINGS AND GROUNDS, STRUCTURAL AND MECHANICAL CARE - (Net Increase for 1991.....$5,472,000)

1990 Appropriation in annual act	$ 7,167,000
Reduction pursuant to P.L. 101-164	(-) 31,000
Total Appropriation 1990 Revised	7,136,000

Deductions - Nonrecurring Items

None

Base for 1991	$ 7,136,000

Increases

MANDATORY ITEMS

Within-grade promotions, wage board employees	$ 27,000
Within-grade salary advancements and other changes, GS employees	11,000
Overtime	88,000
Wage rate increases, wage board employees, January, 1990 pay raise	189,000
Increased civilian pay act cost, January, 1990	16,000
Wage rate increases, wage board employees, January, 1991 pay raise	71,000
Increased civilian pay cost, January, 1991	6,000
1991 excess day cost	18,000
Payment to health benefits fund	56,000
Total Increase - MANDATORY ITEMS	$ 482,000

Estimate 1991
Library Buildings and Grounds,
Structural and Mechanical Care

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS

Maintenance of Air Conditioning System increased from $150,000 to $160,000. $ 10,000

The Restoration and Renovation Project for the Thomas Jefferson and John Adams Buildings includes improvements and expansion of the air conditioning systems for these buildings. As a result, air filter requirements have approximately doubled the quantity required for the operation of the buildings. This request of $10,000 accommodates the need for additional filter materials for the Phase I portion of the project. A similar request will be submitted upon completion of the Phase II portion of the project.

Asbestos Abatement increases from $100,000 to $142,000..... 42,000

This funding request is necessary due to increased costs involved in this activity associated with asbestos abatement. With the closing of the landfill facility at Lorton for asbestos materials, it will require additional cost for transportation and labor as well as the cost for depositing waste materials at the dump site. Also, there have been wage increases provided for personnel engaged in asbestos waste removal which requires additional funds to maintain the current level of activity. Finally, there has been a general increase in the cost of supplies and materials needed for the current level of abatement work.

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Roofing Maintenance..... $ 20,000

This is a request for a new annual allotment.

The roofing systems for the three Library of Congress Buildings require a program of continual maintenance to insure that the building interior, stored materials and occupant activities are provided a space that is free from moisture damage. The roofing systems are subjected to the most stress of any portion of the building due to temperature changes and seasonal weather conditions. The Jefferson and Adams Buildings have roofs that are primarily constructed from copper which has extremely long lasting qualities but requires a constant program of maintenance to insure that minor problems will not create unacceptable conditions.

This request is for the Adams Building. Similar requests will be made in future years for the Jefferson and Madison Buildings after their roofs have been replaced.

The request will be used to purchase materials and employ seasonal temporary labor needed to accomplish the maintenance work.

Supplies and materials increased from $380,000 to $398,000..... 18,000

This allotment provides for the general procurement of electrical, plumbing, carpentry, sheet metal, paint, gasoline and oil, and miscellaneous materials, including fluorescent tubes and incandescent lamps, for the Library of Congress buildings. The 5% increase of $18,000 is requested to provide for an inflationary increase for this allotment.

Total Increase - ANNUAL RECURRING ITEMS..... $ 90,000

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS

Cyclical Maintenance

Replace Cafeteria Dishwasher, James Madison Memorial Building..... $ 125,000

The dishwasher installed in the James Madison Memorial Building Cafeteria has provided dependable service for the past ten years. Although the unit has been fine-tuned to provide maximum efficiency, increased cafeteria usage has strained the dishwasher to the limits of its capabilities. As a result, any minor malfunction results in a serious delay in serving cafeteria customers.

To keep pace with the level of cafeteria traffic currently encountered and that expected in the next ten years, a new larger capacity dishwasher unit is needed.

The equipment will cost $125,000 and will be installed by in-house forces.

This project was requested and deferred in fiscal year 1990. The Librarian of Congress has requested that the Architect include this item in the fiscal year 1991 budget.

Replace Machine Shop Equipment..... 50,000

The existing milling machine and 10-inch lathe in the Library of Congress Machine Shop were purchased in 1932 and have provided invaluable service in the maintenance and repair of equipment required for operation of the variety of mechanical systems employed by the Library of Congress. These machines are now obsolete and worn to a point where the ability to duplicate parts required for the repair of equipment in many instances is not possible. Some of the machine parts that are needed to improve the operational capability of the machines are no longer available from the manufacturers.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Replace Machine Shop Equipment (continued)

To enable the continued service that the Machine Shop provides for the Library of Congress and other jurisdictions, it is requested that funds be provided to replace the existing milling machine and 10-inch lathe with new machines that will provide "state of the art" capabilities. This equipment will enable the Machine Shop to provide the Architect of the Capitol with the continued ability to make and repair parts in a timely manner for obsolete systems and equipment that cannot otherwise be obtained. The estimated cost of this equipment is $50,000.

These funds were requested and deferred in fiscal year 1990. The Librarian of Congress has endorsed this request for these funds.

Design for Roof Replacement, Jefferson Building..... $ 300,000

The original copper roofing on the Thomas Jefferson Building was installed in 1890 and has since been partially repaired on numerous occasions. Portions of the copper roofing consist of the original material which has deteriorated requiring repairs to eliminate water infiltration into the building. Because of seasonal expansion and contraction, the copper metal has fatigued causing numerous cracks to occur without any method to predetermine locations until a water leak occurs. Further, the combination of exposure and corrosion has caused the roof to pit at numerous locations allowing water to seep into the building. It is estimated that a total replacement of the copper roofing will cost approximately $5,000,000.

To provide immediate relief from water damage to the building interior, temporary repairs were made to the roof in fiscal year 1989 using sealant materials to cover the defective areas. The life expectancy of this repair is five years.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Design for Roof Replacement, Jefferson Building (continued)

A study and report by a consultant recommends repairs and replacements including:

1. Install additional expansion joints.
2. Replace certain expansion joints with a modified design.
3. Replace metal that has deteriorated.
4. Replace flashing where it connects to the balustrade.
5. Repair the roof caps to allow free movement.
6. Remove water table metal caps and replace with caulking.
7. Install a protective seal coating on the copper roofing.

Funds are therefore requested in the amount of $300,000 to provide for the design and specifications of a roof replacement of a new copper roof for the Jefferson Building. The design and specifications will provide better cost estimates for the replacement than are available at the present time.

Design to Improve Air Conditioning in the Great Hall, Jefferson Building $ 75,000

Funds in the amount of $75,000 are requested to provide for design of improvements to the air conditioning systems that serve the Great Hall of the Library of Congress Thomas Jefferson Building.

When the Restoration and Renovation project was originally designed, the existing Great Hall air conditioning systems were deemed to be adequate. However, with increased use as a place of assembly it has proven to be less than adequate. Inadequate or improper air conditioning may contribute to accelerated problems with paint deterioration, and adverse affects on the collections because of improper humidity control.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Design to Improve Air Conditioning in the Great Hall, Jefferson Building (continued)

Because of the significance of the area, both in terms of use and artistic merit, it is requested that these funds be appropriated to study the air conditioning system and determine what changes should be provided to assure that the restoration investment achieved thus far is protected.

Roof Replacement, Madison Building..... $ 3,100,000

The roofing system for the James Madison Memorial Building was completed in the summer of 1975. The roofing provided was "state of the art" at that time, consisting of a two-inch urethane insulation over a two-ply vapor retarder base sheet and covered with a four-ply surface membrane.

Unfortunately, the roofing had not been time tested since it was later found that due to the emission of gases from the insulation material, bubbles formed resulting in failure of the membrane. Moisture tests were made which indicated that 80% of the urethane material was saturated resulting in considerable energy waste and total dependency on the vapor retarder to keep moisture from entering the building interior. Most of the roofs with similar roofing systems have failed and will require replacement. A study of the roofing system has been made by a consulting firm using funds appropriated in fiscal year 1989.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Roof Replacement, Madison Building (continued)

Based on design specifications and drawings developed by the consultant, the replacement roof will cover an area of 204,000 square feet on five levels and eliminate those problems that caused the early deterioration of the original roof. The proposed roofing system will be provided with a 20-year bonded warranty for labor and material provided by the manufacturer of the roofing system to cover any failures.

The area of roofing to be replaced will require approximately two summer seasons to complete. Logistical activity of the contractor will be established in a manner to limit interference with normal activities of the Library of Congress. Funds are requested on a 'No Year' basis to allow completion of the required work in the two year time frame.

Total Cyclical Maintenance..... $ 3,630,000

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs

Modifications to Mumford Room, James Madison Memorial Building..... $ 85,000

The Library of Congress Environmental Resources Office requested that certain modifications be provided to improve the aesthetics and functional operation of the Mumford Room, which is located on the Sixth Floor of the James Madison Memorial Building. This is the single largest meeting room available to the Library of Congress.

This facility has been heavily scheduled for the past ten years and now requires a "facelift" to keep the space viable with the type of activities that are scheduled. These activities involve not only staff and local participants, but national and international groups from the public and scholarly community.

Specifically, the following modifications are requested. Installation of vinyl wall coverings and dimmer track lighting for platform area, improved lighting at entry alcove areas, installation of track lighting to illuminate wall surfaces, replacing cloth wall panels with wood paneling, refinishing existing woodwork throughout the room, and installation of bronze handrails at the entry alcoves.

The work will be performed by in-house forces supplemented by temporary labor.

This project was requested and deferred in fiscal year 1990. The Librarian of Congress has endorsed this request for funds in fiscal year 1991.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Install Radio Signal Reinforcement System, James Madison Memorial Building..... $ 90,000

The James Madison Memorial Building has three floor levels located below the surface of Independence Avenue which results in a shielding of radio signals transmitted from the base station used to communicate with Architect of the Capitol staff. This represents approximately 600,000 square feet of space where it is not possible to communicate using radio or pager units. This results in lost time and inability to insure that activities are accomplished in an acceptable manner.

To eliminate this problem, it is requested that funds be provided to install an antenna system that will transmit the radio signals throughout the lower portions of the Madison Building.

The estimated cost of the equipment is $90,000, and it will be installed by in-house forces.

This project was requested and deferred in fiscal year 1990. The Librarian of Congress has endorsed this request for funds in fiscal year 1991.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Installation of Vestibule, James Madison Memorial Building, Independence Avenue Entrance..... $ 100,000

There continues to be a problem at the entrance to the main lobby of the Madison Building. Over the years, Library of Congress staff have reported they are frequently very uncomfortable, especially during the winter months, as a result of cold air rushing through the front doors when they are in use. This condition will become more intolerable when the west front of the Jefferson Building closes for renovation and the Madison Lobby becomes the primary focus for visitor services with expanded sales, exhibit and information services.

The Librarian of Congress has again requested that steps be taken to correct these problems. A vestibule to stop cold air from penetrating the Lobby is proposed to be installed to alleviate the air infiltration problem. This will aid in the comfort of doorway security staff and promote the successful provision of the services planned by the Library for the entrance lobby.

This project was requested and deferred in fiscal year 1990. The Librarian of Congress has requested that the Architect include funds for this project in the fiscal year 1991 budget.

Installation of Elevators A-2 and D-2, Madison Building..... 650,000

Funds in the amount of $650,000 are requested on a "No Year" basis to install two new elevators in the James Madison Memorial Building. This project was requested and deferred in fiscal years 1986 through 1990. The Librarian of Congress has again asked that we request funding once more for this project in fiscal year 1991.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Installation of Elevators A-2 and D-2, Madison Building (continued)

When the Madison Building was constructed, one shaft in Core A and Core D was left empty, and two shafts in Core E were left empty to accommodate future expansion of elevator services if traffic demand increased. The slow response to elevator hall calls in Cores "A" and "D" is a constant source of complaint from the Library staff.

Core "A" Elevators are located at the end of the tunnel system which leads from the House Office Buildings to the Library of Congress Buildings. The cafeteria located on the 6th floor of the Madison Building has resulted in large numbers of House Office Building personnel utilizing Core "A" elevators to gain access to and from this cafeteria area. In addition, any business activity or function in the Madison Building attracts increased traffic from House Office Buildings and other Capitol Hill Buildings.

Core "D" elevators are located diagonally across the street from the "Capitol South" Metro Stop and, therefore, is one of the heaviest traveled elevator cores in the Madison Building. Most of the building occupants using the Metro system utilize this elevator core, and that factor coupled with usage by Metro tourists results in this core being over-crowded, causing delays.

Install Frequency Inverters for VAV Fans, James Madison Memorial Building..... $ 150,000

There are thirty-eight variable air volume fans in the James Madison Memorial Building. All of the fans were installed during original construction of the building with variable inlet vanes for varying the air quantities delivered by the fans. During the time period when these fans were installed this was the most energy efficient technique for automatically varying the air quantity delivered by the fan. Technological changes since that time have

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Install Frequency Inverters for VAV Fans, James Madison Memorial Building (continued)

resulted in the availability of solid state frequency inverters which are a more energy efficient method of air flow control, as well as providing other benefits such as 'soft start' of fans which results in reduced starting inrush current and less mechanical stress on the fans. Frequency inverters vary air volume of the fan by varying the speed at which the motor and fan operate.

In addition, during their life several of the variable inlet vanes have required considerable maintenance and some will require replacement in the near future. With frequency inverters, these inlet vanes will no longer be required.

During 1988 three of the original fans with variable inlet vanes were retrofitted with frequency inverters as a test program to determine the economics and feasibility of these installations. The tests showed energy savings ranging from 40 to 58 percent. These tests also showed that the replacement of the fan motors, where applicable, with new high efficiency and potentially smaller motors produced an additional savings of approximately 4 percent.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Install Frequency Inverters for VAV Fans, James Madison Memorial Building (continued)

It is therefore proposed that frequency inverters and new fan motors, where applicable, be provided for the remaining 35 fans in the building which are equipped with variable inlet vanes. During the first year of this multi-year project eight fans will be retrofitted with frequency inverters. These first eight fans would include those whose existing variable inlet vanes are in the greatest need of rehabilitation and/or replacement. Specifications will be prepared by in-house staff and the purchase of the materials will be made via competitive bids. The installation of these frequency inverters and related materials will be performed by regular maintenance forces supplemented by skilled temporary labor. This work will have to be performed over a multi-year period at an estimated cost of $750,000; these funds are to remain in the base for five years.

This project was requested and deferred in fiscal year 1990. The Librarian of Congress has endorsed this request for funds in fiscal year 1991.

Installation of Lightning Protection System, Adams Building..... $ 75,000

During the past several years, the John Adams Building has been struck by lightning on two occasions. The first was in 1986 when a section of parapet masonry wall was dislodged from the Northeast corner and fell on the Fourth Floor roof below causing some damage. The second incident occurred in the summer of 1989 when the copper roof was struck allowing the lightning charge to travel through the building steel and finally blow out a section of stairwell masonry wall at the subbasement level. The damage to the building was considerable but, fortunately, no personnel were present in the stairwell at the time of the lightning strike.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Installation of Lightning Protection System, Adams Building (continued)

Review of the building design indicates that a grounding system was not provided which would allow lightning charges to be carried to the ground. To eliminate reoccurrences of building damage or possible injury to personnel, it is requested that funds be allotted to install a grounding system in the building which will connect the copper roofing to the ground.

It is requested that funds be provided for development of design criteria by the Architect of the Capitol Electrical Engineering Division and subsequent awarding of a design and build contract for construction of this project.

Installation of Lightning Protection System, Jefferson Building..... $ 100,000

The Thomas Jefferson Building was constructed without regard for protection from lightning strikes, that occur on a repetitive basis in the Washington, D.C. area. The neighboring Adams Building has been struck twice since 1986. To protect the metal roofing and dome of this structure, it is proposed to install a grounding system that will allow lightning charges to be grounded thus eliminating potential damage to the building.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Installation of Lightning Protection System,
Jefferson Building (continued)

It is requested that funds be provided for development of design criteria by the Architect of the Capitol Electrical Engineering Division and subsequent awarding of a design and build contract for construction of this project.

Total Continuing and Initiating Other Programs	$ 1,250,000
Total Increase - NONRECURRING ITEMS	$ 4,900,000
TOTAL INCREASES	$ 5,472,000
Total Estimate for 1991	$12,608,000

Estimate 1991
Library Buildings and Grounds,
Structural and Mechanical Care

Objectives

The Library appropriation under the Architect of the Capitol provides for the structural and mechanical care of the Jefferson, Adams, and Madison Library of Congress Buildings, the operation of mechanical equipment and care of the grounds. The Architect performs such duties in connection with the Library Buildings and Grounds under the provisions of the Act of June 29, 1922 (42 Stat. 715), as amended, and the Madison Building commencing in fiscal year 1979 under the provisions of the Act of October 19, 1965 (79 Stat. 987).

A regular force of 139 employees is requested for 1991, for the structural and mechanical care of these three buildings and the care of the grounds.

The three library buildings contain approximately 81 acres of floor area; are equipped with bookstacks and shelving containing Library collections totaling approximately 90 million items, consisting of books and pamphlets, manuscripts, and miscellaneous items, such as maps, reels of microfilm and motion pictures, volumes and pieces of music, photographs, prints, unbound newspapers, etc.; contain reading rooms, studies, office and other rooms, shops and storage space; and are equipped with extensive mechanical equipment, such as refrigeration plant and air conditioning systems in the three library buildings with their related equipment; electrical substation and transformer stations with their switchboards, switchgear, transformers and related equipment; 60 elevators including 1 sidewalk elevator, 6 dumbwaiters, 4 lifts and 4 escalators; innumerable electrical fixtures and wiring; plumbing fixtures and piping; pneumatic tubes and automatic bookcarriers.

The force requested for 1991 includes: 1 supervising engineer, 2 assistant supervising engineers, 31 mechanics in heating, ventilating, and air conditioning departements, 19 electricians, 10 elevator mechanics, 7 wood craftsmen, 12 machinists, 4 masons, 12 pipefitter-plumbers, 12 sheet metal mechanics, 4 painter-decorators, 6 painters, 3 tools and parts attendants, 1 secretary, 1 clerk, 1 maintenance general foreman, 6 gardeners, 1 head, supply branch, 1 supply clerk, 1 receptionist, 2 electronics technicians, 1 assistant administrative technician, and 1 personnel management specialist.

Estimate 1991
Library Buildings and Grounds,
Structural and Mechanical Care

ITEMS UNDER WHICH NO CHANGES OCCUR

General Annual Repairs	$ 72,000
Elevator Repairs & Improvements	39,000
Miscellaneous Improvements	100,000
Pointing and Caulking Exterior Stonework	57,000
Exterior Repairs, Madison Building	200,000
Improvement to Interior Wall Partitions (No Year)	50,000
Training	17,000
Annual Care of Grounds	17,000
Snow Removal	5,000
Annual Equipment, Material Handling and Cleaning	35,000
Movable Partitions and Acoustical Ceiling and Wall Material	52,000

Schedule A

ARCHITECT OF THE CAPITOL
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	FY 89 ACTUAL * STAFF	FY 89 ACTUAL * DOLLARS ($000)	FY 90 ESTIMATE STAFF	FY 90 ESTIMATE DOLLARS ($000)	FY 91 ESTIMATE STAFF	FY 91 ESTIMATE DOLLARS ($000)	NET CHANGE 90/91 STAFF	NET CHANGE 90/91 DOLLARS ($000)
1. Breakdown by Activity:								
Library Buildings and Grounds, Structural and Mechanical Care	139	9,371	139	7,136	139	12,608		5,472
Total	139	9,371	139	7,136	139	12,608		5,472
2. Breakdown by Object Class:								
11 Personnel Compensation		4,643		4,956		5,354		398
12 Personnel Benefits		724		906		990		84
13 Benefits to Former Personnel								
21 Travel		1						
22 Transportation of Things								
23 Rent, Communications and Utilities								
24 Printing and Reproduction		1						
25 Other Services		3,522		785		5,707		4,922
26 Supplies and Materials		373		380		398		18
31 Equipment		87		87		137		50
32 Land and Structures		20		22		22		
42 Insurance Claims and Indemnities								
Total		9,371		7,136		12,608		5,472

* Includes Obligations from Prior Year "No Year" Authority

Schedule C

ARCHITECT OF THE CAPITOL
Library Buildings and Grounds
Structural and Mechanical Care

Detailed Analysis of Change by Activity

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1990 Revised	139	7,136
Minus: Nonrecurring costs		...
Budget Base, 1991	139	7,136

	1991 Request	
I. Adjustments to Base	Staff	Amount ($000)
A. Mandatory Pay and Related Costs		482
1. Within-grade Increases and Other Changes		38
2. Overtime Pay		88
3. Annualization of January 1990 Pay Raise		205
4. January 1991 Pay Raise		77
5. 1991 Excess Day Cost		18
6. Payment to Health Benefits Fund		56
B. Price Level Changes		60
1. Asbestos Abatement		42
2. Supplies and Materials		18
C. Program Type Changes		
1. Legislation		...
2. Workload		30
a. Maintenance Air Conditioning Systems		10
b. Roof Maintenance		20
3. Equipment, Alterations, Maintenance, Repairs, Etc.		4,900
a. Replace Cafeteria Dishwasher, Madison Building		125
b. Replace Machine Shop Equipment		50
c. Design for Roof Replacment, Jefferson Building		300
d. Design to Improve A/C in the Great Hall, Jefferson Building		75

Schedule C (continued)

ARCHITECT OF THE CAPITOL
Library of Congress
Structural and Mechanical Care

Detailed Analysis of Change by Activity
(continued)

I. Adjustments to Base	1991 Request Staff	1991 Request Amount ($000)
3. Equipment, Alterations, Maintenance, Repairs, Etc. (continued)		
e. Roof Replacement, Madison Building		3,100
f. Modifications to Mumford Room, Madison Building		85
g. Install Radio Signal Reinforcement System, Madison Building		90
h. Installation of Vestibule, Madison Building, Independence Avenue Entrance		100
i. Install Elevators A-2 and D-2		650
j. Install Frequency Inverters for VAV Fans, Madison Building		150
k. Install Lightning Protection, Adams Building		75
l. Install Lightning Protection, Jefferson Building		100
II. Net Increase/Decrease Requested		5,472
III. Total Appropriation Request, 1991	139	12,608

ARCHITECT OF THE CAPITOL
Library Buildings and Grounds

Program and Financing (in thousands of dollars)

		1989 actual	1990 est.	1991 est.
	Program by activities:			
10.00	Total obligations	9,371	39,604	16,350
	Financing:			
21.40	Unobligated balance available, start of year	−39,476	−37,517	−5,049
24.40	Unobligated balance available, end of year	37,517	5,049	1,307
25.00	Unobligated balance lapsing	38		
39.00	**Budget authority**	7,500	7,136	12,608
	Budget authority:			
40.00	Appropriation	7,500	7,167	12,608
40.00	Reduction pursuant to P.L. 101-164		−31	
43.00	**Appropriation (adjusted)**	7,500	7,136	12,608
	Relation of obligations to outlays:			
71.00	Obligations incurred, net	9,371	39,604	16,350
72.40	Obligated balance, start of year	22,696	11,063	15,721
74.40	Obligated balance, end of year	−11,063	−15,721	−12,760
77.00	Adjustments in expired accounts	−12		
90.00	Outlays	20,992	34,946	19,311

Object Classification (in thousands of dollars)

		1989 actual	1990 est.	1991 est.
	Personnel compensation:			
11.1	Full-time permanent	3,705	4,062	4,323
11.3	Other than full-time permanent	50	50	50
11.5	Other personnel compensation	888	844	981
11.9	Total personnel compensation	4,643	4,956	5,354
12.1	Civilian personnel benefits	724	906	990
21.0	Travel and transportation of persons	1		
24.0	Printing and reproduction	1		
25.0	Other services	3,522	33,233	9,449
26.0	Supplies and materials	373	380	398
31.0	Equipment	87	87	137
32.0	Land and structures	20	22	22
99.9	Total obligations	9,371	39,604	16,350

Personnel Summary

Total number of full-time permanent positions	139	139	139
Total compensable workyears:			
Full-time equivalent employment	138	136	140
Full-time equivalent of overtime and holiday hours	20	16	18

Note: This table was not included in the President's budget for 1991.

LIBRARY BUILDINGS AND GROUNDS STRUCTURAL AND MECHANICAL CARE

OBJECT CLASSIFICATION

[In thousands of dollars]

Item	1989 actual	1990 estimate	1991 estimate
25.0 Other services:			
General annual repairs	$71	$72	$72
Maintenance and repair, elevators	38	39	39
Maintenance, air-conditioning system	150	150	160
Miscellaneous improvements	127	141	100
Exterior pointing and caulking	58	57	57
Exterior repairs, Madison building	201	200	200
Improvements to interior wall partitions	54	50	50
Fire protection improvements to Jefferson and Adams buildings		3	
Program for energy conservation	26	135	202
Replacement of fire and life safety systems central processor		149	
Roof maintenance			20
Training	5	17	17
Restoration of Jefferson and Adams buildings	69	64	
Renovation of Jefferson and Adams buildings	2,228	31,980	3,300
Asbestos abatement	101	100	142
Replace electrical contactors	129		
Replace sprinkler heads	157		
Design for roof replacement	84	16	
Loading dock modifications		160	240
Installation of elevators, A-2 and D-2, Madison building			650
Modifications to Mumford Room, Madison building			85
Install radio signal reinforcement, Madison building			90
Replace cafeteria dishwasher, Madison building			125
Frequency inverters for VAV fans, Madison building			150
Emergency temporary roof repairs, Jefferson building	70		
Replacement of pumps and heat exchangers	28		
Design for roof replacement, Jefferson building			300
Install lightning protection system, Adams building			75
Install lightning protection system, Jefferson building			100
Design to improve A/C in Great Hall, Jefferson building			75
Roof replacement, Madison building			3,100
Installation of vestibule, Madison building			100
Total, other services	$3,522	$33,253	$9,449

Schedule B

ARCHITECT OF THE CAPITOL
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGES	
					LEGISLATION		WORKLOAD							
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Activity:														
Library Buildings and Grounds, Structural and Mechanical Care	482		60				30				4,900		5,472	
Total	482		60				30				4,900		5,472	
2. Breakdown by Object Class:														
11 Personnel Compensation	398												398	
12 Personnel Benefits	84												84	
13 Benefits to Former Personnel														
21 Travel														
22 Transportation of Things														
23 Rent, Communications and Utilities														
24 Printing and Reproduction														
25 Other Services			42				30				4,850		4,922	
26 Supplies and Materials			18										18	
31 Equipment											50		50	
32 Land and Structures														
42 Insurance Claims and Indemnities														
Total	482		60				30				4,900		5,472	

760

10.22

Estimate 1991
Summary
Botanic Garden

Botanic Garden
Summary

	Positions	Amount
1990 Appropriation in annual act	57	$ 2,638,000
Sequestration pursuant to P.L. 99-177	...	(-) 37,000
Reduction pursuant to P.L. 101-164	...	(-) 11,000
Total Appropriation 1990 Revised	57	2,590,000
1990 Nonrecurring Deductions		
Replace 1975 Ford Pick-up Truck	...	$ 15,000
Replace 1977 Chevrolet Pick-up Truck	...	15,000
Replace Front End Loader	...	62,000
Total 1990 Nonrecurring Deductions	...	(-) 92,000
Total 1991 Base	57	$ 2,498,000
Increases		
Mandatory Items		
Within-grade Promotions, Wage Board Employees	...	$ 3,000
Within-grade Salary Advancements and Other Changes, GS Employees	...	4,000
Overtime and Holiday Pay	...	10,000
Sunday Premium Pay	...	2,000
Wage Rate Increases, Wage Board Employees, January, 1990 pay raise	...	63,000
Increased Civilian Pay Act Cost, January, 1990	...	11,000
Wage Rate Increases, Wage Board Employees, January, 1991 pay raise	...	24,000
Increased Civilian Pay Cost, January 1991	...	4,000
1991 Excess Day Cost	...	7,000
Contribution to Retirement Funds	...	10,000
Payment to Employees' Compensation Fund	...	17,000
Total Mandatory Items	...	155,000

24-786 O—90——25

Botanic Garden
Summary
(continued)

	Positions	Amount	Positions	Amount
New Positions				
GS-5 Clerk Typist	1	$ 24,000		
GS-12 Curator - National Garden	1	49,000		
Total New Positions			2	73,000
Annual Recurring Maintenance				
General Annual Repairs	...	$ 7,000		
Supplies and Materials	...	3,000		
Equipment, Botanic Garden Stock	...	4,000		
Total Annual Recurring Maintenance			...	14,000
Nonrecurring Items				
Cyclical Maintenance				
Equipment Replacement:				
Replace 1975 Chevrolet Pick-up Truck	...	$ 15,000		
Replace 1975 Ford Van	...	18,000		
Replace 1969 Chevrolet Step Van	...	25,000		
Bartholdi Fountain Basin Renovations	...	244,000		
Total Cyclical Maintenance	...	$ 302,000		
Continuing and Initiating Other Programs				
Architectural and Engineering Design for Conservatory	...	$ 500,000		
Construction of the National Garden	...	3,827,000		
Total Continuing and Initiating Other Programs	...	$4,327,000		
Total Nonrecurring Items			...	$ 4,629,000
Total Increases			2	4,871,000
Total Estimate for 1991			59	$ 7,369,000

SALARIES AND EXPENSES, BOTANIC GARDEN -- (Net Increase for 1991.....$4,779,000)

1990 Appropriation in annual act		$ 2,638,000
Sequestration pursuant to P.L. 99-177		(-) 37,000
Reduction pursuant to P.L. 101-164		(-) 11,000
Total Appropriation 1990 Revised		2,590,000
Deductions - Nonrecurring Items		
Replace 1975 Ford Pick-up Truck	$ 15,000	
Replace 1977 Chevrolet Pick-up Truck	15,000	
Replace Front End Loader	62,000	(-) 92,000
Base for 1991		$ 2,498,000

Increases

MANDATORY ITEMS

Within-grade Promotions, Wage Board Employees	$ 3,000
Within-grade Salary Advancements and Other Changes, GS Employees	4,000
Overtime and Holiday Pay	10,000
Sunday Premium Pay	2,000
Wage Rate Increases, Wage Board Employees, January, 1990 pay raise	63,000
Increased Civilian Pay Act Cost, January, 1990	11,000
Wage rate increases, wage board employees, January, 1991 pay raise	24,000
Increased civilian pay cost, January, 1991	4,000
1991 Excess Day Cost	7,000
Contribution to Retirement Funds	10,000
Payment to Employees' Compensation Fund	17,000
Total Increase - MANDATORY ITEMS	$ 155,000

NEW POSITIONS REQUESTED

1 GS-5 Clerk Typist	$ 24,000
1 GS-12 Curator - National Garden	49,000
Total - 2 new positions @ annual cost of	$ 73,000

Increases (continued)

NEW POSITIONS REQUESTED (continued)

1 - CLERK TYPIST, GS-5: This position was requested and deferred in fiscal year 1990.

With the occupancy of the D.C. Village Facility scheduled for mid 1990, and with the increased area of the facility, it is necessary to maximize the efficiency of existing personnel. The facility manager and the foremen currently handle all their own paperwork and also special requests for plants and flowers. The addition of a clerk typist will allow the facility manager, maintenance foreman and other foremen to concentrate on their respective areas of responsibility.

This position will provide clerical support to collect and monitor the centralization of work orders, the implementation of a centralized inventory control and allow the gardener position in the storeroom to return to horticulture. The clerk will input all inventory information, receive incoming materials and answer all phones, freeing the foremen and facility manager to care for the plants and facility. The overall efficiency of the operation will improve, and work required at the additional area at D.C. Village will be covered with minimum additions to permanent staffing.

1 - CURATOR - NATIONAL GARDEN, GS-12: Creation of a National Garden located on the Mall and commemorating the Bicentennial of Congress, has been approved by the Congress pursuant to Public Law 100-458. The Joint Committee on the Library on November 22, 1989, approved the conceptual design and staffing for the National Garden as well as this request for funding.

The addition of the National Garden will more than double the outdoor display area maintained by the U. S. Botanic Garden staff. This addition will require both staff and operational reorganization.

Increases (continued)

NEW POSITIONS REQUESTED (continued)

1 - CURATOR - NATIONAL GARDEN, GS-12: (continued) The hiring of a professional curator, similar to that of curator at the U. S. National Arboretum, will allow consolidation of all the grounds, including those surrounding the Conservatory and Bartholdi Park, into a new division equal to that of the Conservatory, which is headed by a GS-12 manager, and that of the Production Facility, which is headed by a GS-11 manager. The collections in the National Garden are less static than those in the Conservatory and are subjected to the effects of weather, requiring more detailed grooming.

Similar in size to the National Herb Garden at the U. S. National Arboretum and the Enid A. Haupt Garden at the Smithsonian Institution, the National Garden will have similar staffing requirements. All specialty gardens at the United States National Arboretum are under the care of curators which are GS-11 positions. The curators are involved not only in the maintenance of the garden area, but also are professionals in their field, researching new plants, analyzing the problems and proposing solutions so the garden can continue to develop and better serve the visitors. The Enid A. Haupt Garden, which is the closest in size to the National Garden, requires a staff of five. It is a more architectural garden, requiring less effort than a garden which is oriented to plant collections.

The curator should be the first position hired to support the National Garden. This should occur prior to construction, which will allow the coordination of the acquisition of plants with the construction schedule. The curator will also be able to deal with questions and problems and develop a total understanding of the National Garden from beginning to end. After the National Garden is established, funds will be requested for additional staffing, which will be administered by the Curator. One work leader will allow supervision when the curator is absent. The various levels of gardeners will allow all tasks, from cleaning of pathways to professional care of plant collections, to be covered. These positions will be added as the garden is constructed and planted.

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS

General annual repairs increased from $33,000 to $40,000..... $ 7,000

The occupancy of the D. C. Village facility in 1990 and the related increase in the size of the growing area and support facilities require additional expenditures to maintain the systems. In addition, a preventive maintenance program for the Bartholdi Fountain including cleaning, painting and waxing, is recommended to be established to avoid costly repairs as were performed recently.

This increase is to bring the allotment into line with the projected expenditure requirements. This allotment covers the cost of annual repair and maintenance of the Conservatory and Administrative Office as well as the new facility which will have 36 greenhouses, 31,000 square feet of support facilities plus outdoor growing areas, coldframes and a lath house. It also covers the motor equipment such as trucks, tractors, front-end loader and other equipment of the Garden.

Supplies and Materials increased from $75,000 to $78,000..... 3,000

This allotment provides all supplies and materials for the Conservatory, the Production Facility and the Administrative Office, including electrical supplies, plumbing supplies, flower pots and tubs, gas and oil for motor vehicles and equipment, mowers, hardware, tools, and boxes, labels and signs, fertilizers, insecticides, fungicides, scalecides, medical and office supplies, paints, brushes, periodicals and books, cleaning supplies, and computer supplies.

This 4% increase will bring the allotment into line with current and projected expenditure requirements.

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Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Equipment, Botanic Garden stock increased from $69,800 to $73,800..... $ 4,000

With the occupancy of the D.C. Village Facility and the new space, additional crops will be grown, requiring additional soil improvements each year. Over the past two years, demand has risen 21% for plants used throughout the Capitol Grounds. The costs of the soil improvements, plants, plugs and seeds have been increasing over the last several years. This 5% increase will bring the allotment into line with current and projected expenditure requirements.

This allotment provides all soil, soil improvements, plants, bulbs, seeds, plugs, and miscellaneous equipment.

Total Increase - ANNUAL RECURRING ITEMS..... $ 14,000

OTHER INCREASES - NONRECURRING ITEMS

Cyclical Maintenance

Replace 1977 Chevrolet Pick-up Truck..... $ 15,000

The purchase of a new pick-up truck will allow the replacement of a 1977 Chevrolet pick-up truck that was acquired used. Since then, it has been driven over 89,000 miles and is in very poor physical and mechanical condition. This vehicle is essential for the transport of equipment and supplies from the Production Facility to the Conservatory, Frederic Auguste Bartholdi Park and the Administrative Office. The 1977 pick-up is no longer a reliable or safe vehicle. Replacement will eliminate slowdown and inefficiency due to breakdowns and repairs. A replacement truck is estimated to cost $15,000.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Replace 1975 Ford Van..... $ 18,000

The purchase of a new van will allow the replacement of a 1975 Ford Van that has been driven over 137,000 miles and is in very poor physical and mechanical condition. This vehicle is essential for the transport of equipment and supplies from the Production Facility to the Conservatory, Frederic Auguste Bartholdi Park and the Administrative Office and is used for the delivery of cut flowers to Congressional offices. The 1975 van is no longer a reliable or safe vehicle. Replacement will eliminate slowdown and inefficiency due to breakdowns and repairs. A replacement van is estimated to cost $18,000.

Replace 1969 Chevrolet Step Van..... 25,000

The purchase of a new step van will allow the replacement of a 1969 Chevrolet Step Van that has been driven over 137,000 miles and is in very poor physical and mechanical condition. This vehicle is essential for the transport of plants from the Production Facility to the Conservatory, Frederic Auguste Bartholdi Park and palms to the Congressional offices. The 1969 step van is no longer a reliable or safe vehicle. Replacement will eliminate slowdown and inefficiency due to breakdowns and repairs. A replacement step van is estimated to cost $25,000.

Repair of Bartholdi Fountain Basin..... 244,000

The historic Bartholdi Fountain underwent a restoration of the statue in 1986. The concrete basin, however, has continued to deteriorate and is leaking water. The make-up water should have a water softening system installed to eliminate calcium deposits on the statue. In addition, the existing light fixtures on the statue replaced the originals when it was electrified in 1915. They were not replaced or upgraded at the time of the restoration of the statue. All

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Repair of Bartholdi Fountain Basin (continued)
fixtures will be replaced by fixtures which are reproductions of the originals. All receptacles will be waterproof and all perimeter lights and circuits will have GFI breakers to bring them in line with current life-safety codes. The coping stones will be removed, patched, cleaned and reset. The concrete basin will be repaired and waterproofed and a water treatment/filtration system will be installed.

The work will require more than one year to complete and thus the funds are requested on a "No Year" basis. The repairs will be performed by temporary labor supervised by Architect of the Capitol staff.

Total Increase - Cyclical Maintenance..... $ 302,000

Continuing and Initiating Other Programs

Architectural and Engineering Design for Conservatory..... $ 500,000

The Conservatory Building of the United States Botanic Garden was built in 1931. The aluminum structural framing is failing to the extent that potential safety problems exist.

Funds were provided in fiscal year 1989 in the amount of $100,000 for analysis of the structural problems at the Conservatory. That analysis has been completed. In addition to the structural analysis, the study has also reviewed the heating and ventilating systems, water distribution and humidification systems, doors, drainage, lighting and service and storage areas. The entrance modifications and the skylight installation that were proposed in the fiscal year 1987 budget were also reviewed as part of the preliminary survey.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Architectural and Engineering Design for Conservatory (continued)

The proposed Architectural and Engineering Design of the Conservatory will allow the preparation of contract drawings and specifications for the Conservatory renovations based on the results of the survey funded in fiscal year 1989. The development of these drawings and specifications will permit the work phases and detailed cost estimates to be prepared. The design work cannot be done by in-house AOC staff as it requires specialists in aluminum frame structures. The design will address the scope and phasing of necessary corrections, final cost estimates, and a recommended timetable.

The estimated cost of this design work is $500,000. This comprehensive architectural and engineering design of the Conservatory and all its systems will provide the basis for a request for construction funds to correct the structural safety problems and bring it up to current technological standards. Approval of this request for fiscal year 1991 is pending authorization from the Joint Committee on the Library, which has jurisdiction over the Botanic Garden.

Construction of the National Garden..... $ 3,827,000

Creation of a National Garden located on the Mall and commemorating the Bicentennial of Congress, has been approved by the Congress pursuant to Public Law 100-458. The Joint Committee on the Library on November 22, 1989, approved the conceptual design and staffing for the National Garden as well as this request for funding.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Creation of the National Garden (continued)

The National Garden has been designed to serve the American public and the Congress. Through attention to the needs of botany, horticulture, aesthetics and programs, the garden will be a proper and suitable commemoration of the Bicentennial of the Congress and will serve as a source of pleasure, beauty, and learning for the citizens who visit the Nation's Capitol and those who work in the vicinity. The entire garden will enable all Americans to use it. Pathways and facilities will be totally accessible to the disabled and all signage will have Braille equivalence.

Similar in size to the Enid A. Haupt Garden at the Smithsonian Institution, the National Garden at the United States Botanic Garden is substantially different in concept and purpose. As a new American public garden on the mall, it will display the many varieties of our national flower, the rose, as well as other American trees, shrubs, and flowers and will educate the visiting public on the great diversity of American plants. Special emphasis will be placed on the integration of different species. Native plants, newly developed hybrids, and state trees and flowers will be displayed in distinctly American garden spaces to demonstrate new garden ideas.

Enclosed by a decorative, yet functional wrought iron fence, the National Garden is accessible through either a Principal Garden Entrance or a pedestrian gate located on both Maryland Ave., S.W. and Independence Ave., S.W. A service gate for vehicles is also located on Independence Ave., S.W. Within this enclosure lies the garden, a tapestry of garden spaces linked by a common theme, the conservation of species and important cultivars of garden plants. The collections and displays will show the public plants that are not only native to our soil, but those that are important to gardens for their decorative or economic use. The total collection, which will emphasize herbaceous plants, will seek to preserve the diversity of germ plasm for this and future generations.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Creation of the National Garden (continued)

As an arm to the Congress, it is important that the National Garden reflect the highest standards of horticulture and maintenance. Additional staff, supplies, and equipment will be required to maintain it. These annual costs are estimated at $210,000 for six additional positions, of which $49,000 and one position are requested in fiscal year 1991, and approximately $40,000 for supplies and materials.

There is great enthusiasm for this project both by Members of Congress and within the industry. When completed, the National Garden will be the only garden in the Nation that serves the purposes listed above. As such, several organizations and plant societies have offered donations of plants. The American Horticultural Therapy Society has offered assistance to insure that the design will enable it to be enjoyed by all.

The site is a prime location for an educational display garden that will be visited by more than 1,000,000 people annually. With the proper funding for planning, construction and maintenance, the National Garden will be an appropriate and unique living commemoration to the Bicentennial of Congress that will provide pleasure and insights for generations to come.

As this project will require more than one year to complete, it is requested that these funds be appropriated on a "No Year" basis.

Total Increase - Continuing and Initiating Other Programs	$ 4,327,000	
Total Increase - NONRECURRING ITEMS	$ 4,629,000	
TOTAL INCREASES		$ 4,871,000
Total Estimate for 1991		$ 7,369,000

Estimate 1991
Botanic Garden

Objectives

This appropriation provides for the care and upkeep of the Conservatory, gardens and grounds, including the Poplar Point Nursery.

The purpose of the U.S. Botanic Garden is to collect, cultivate and grow the various plant material of this and other countries for exhibition and display to the public, and for use by interested students, scientists, and garden clubs. The main location, at First Street and Maryland Avenue, S.W. has a Conservatory, Frederic Auguste Bartholdi Park, and an administrative office building. The Conservatory contains collections of plants from various parts of the world, and features seasonal exhibitions of horticultural plants. The new D.C. Village Nursery will grow all plants to be exhibited in the Conservatory, in the garden areas, and for use on the Capitol Grounds. This facility will contain 36 greenhouses, 31,000 square feet of support facilities, coldframes, and outdoor growing fields.

The Architect of the Capitol has been serving as Acting Director since July 3, 1934, under the direction of the Joint Committee on the Library.

A regular force of 59 employees is requested for 1991, for carrying on the work of the Garden, as follows:

5	Horticultural workers at the Conservatory.
30	Horticultural workers and operating engineers for the 36 greenhouses at D.C. Village.
2	Horticultural workers for the outside grounds.
7	Mechanics (1 carpenter, 1 painter, 1 steamfitter, 1 electrician, 1 maintenance foreman, 1 assistant maintenance foreman, 1 store keeper).
1	Laborer for general cleaning.
3	Operating engineers in the Conservatory.
11	Supervisory and clerical (1 executive director, 1 horticultural services specialist, 1 botanist, 1 curator, 1 office supervisor, 2 clerks, 2 facility managers, 1 public affairs specialist, 1 clerk-typist).

777

ITEMS UNDER WHICH NO CHANGES OCCUR

Travel	$ 150
Transportation of Things	50
Laundry	100
Miscellaneous Improvements	20,000
Training	7,000
Annual Propane Gas	750
Equip New Growing Facility at D.C. Village	100,000
Penalty Mail	2,200
Communication Services	1,600
Land and Structures	9,000

778

Schedule A

ARCHITECT OF THE CAPITOL
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	FY 89 ACTUAL * STAFF	FY 89 ACTUAL * DOLLARS ($000)	FY 90 ESTIMATE STAFF	FY 90 ESTIMATE DOLLARS ($000)	FY 91 ESTIMATE STAFF	FY 91 ESTIMATE DOLLARS ($000)	NET CHANGE 90/91 STAFF	NET CHANGE 90/91 DOLLARS ($000)
1. Breakdown by Activity:								
Botanic Garden	57	2,502	57	2,590	59	7,369	2	4,779
Total	57	2,502	57	2,590	59	7,369	2	4,779
2. Breakdown by Object Class:								
11 Personnel Compensation		1,654		1,813		1,982		169
12 Personnel Benefits		313		366		425		59
13 Benefits to Former Personnel								
21 Travel		1						
22 Transportation of Things								
23 Rent, Communications and Utilities		36		5		5		
24 Printing and Reproduction		1						
25 Other Services		207		60		4,638		4,578
26 Supplies and Materials		60		75		78		3
31 Equipment		226		262		232		(30)
32 Land and Structures		2		9		9		
42 Insurance Claims and Indemnities		2						
Total		2,502		2,590		7,369		4,779

* Includes Obligations from Prior Year 'No Year' Authority

11.15

Schedule B

ARCHITECT OF THE CAPITOL
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES							
					LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGES	
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Activity:												
Botanic Garden		155		4			2	83		4,629	2	4,871
Total		155		4			2	83		4,629	2	4,871
2. Breakdown by Object Class:												
11 Personnel Compensation		115					2	54			2	169
12 Personnel Benefits		40						19				59
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services								7		4,571		4,578
26 Supplies and Materials				3								3
31 Equipment				1				3		58		62
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		155		4			2	83		4,629	2	4,871

Schedule C

ARCHITECT OF THE CAPITOL
Botanic Garden

Detailed Analysis of Change by Activity

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1990 Revised	57	2,590
Minus: Nonrecurring costs		- 92
Budget Base, 1991	57	2,498

	1991 Request	
I. Adjustments to Base	Staff	Amount ($000)
A. Mandatory Pay and Related Costs		155
1. Within-grade Increases and Other Changes		7
2. Overtime and Holiday Pay		10
3. Sunday Premium Pay		2
4. Annualization of January 1990 Pay Raise		74
5. January 1991 Pay Raise		28
6. 1991 Excess Day Cost		7
7. Contribution to Retirement Funds		10
8. Payment to Employees' Compensation Fund		17
B. Price Level Changes		4
1. Supplies and Materials		3
2. Equipment, Botanic Garden Stock		1
C. Program Increases		
1. Legislation		...
2. Workload	2	83
a. Additional Staff	2	73
b. General Annual Repairs		7
c. Equipment, Botanic Garden Stock		3
3. Equipment, Alterations, Maintenance, Repair, Etc.		4,629
a. Replace 1975 Chevrolet Pick-up Truck		15
b. Replace 1975 Ford Van		18
c. Replace 1969 Chevrolet Step Van		25
d. Bartholdi Fountain Basin Renovations		244
e. Architectural and Engineering Design for Conservatory		500
f. Construction of the National Garden		3,827
II. Net Increase/Decrease Requested	2	4,871
III. Total Appropriation Request, 1991	59	7,369

BOTANIC GARDEN

Program and Financing (in thousands of dollars)

		1989 actual	1990 est	1991 est
	Program by activities:			
10.00	Total obligations	2,502	2,660	5,542
	Financing:			
21.40	Unobligated balance available, start of year	−78	−70	
24.40	Unobligated balance available, end of year	70		1,827
25.00	Unobligated balance lapsing	27		
39.00	**Budget authority**	**2,521**	**2,590**	**7,369**
	Budget authority			
40.00	Appropriation	2,521	2,638	7,369
40.00	Reduction pursuant to P.L. 101-164		−11	
40.00	Reduction pursuant to P.L. 99-177		−37	
43.00	Appropriation (adjusted)	2,521	2,590	7,369
	Relation of obligations to outlays			
71.00	Obligations incurred, net	2,502	2,660	5,542
72.40	Obligated balance, start of year	242	521	259
74.40	Obligated balance, end of year	−521	−259	−871
77.00	Adjustments in expired accounts	−10		
90.00	Outlays	2,213	2,922	4,930

Object Classification (in thousands of dollars)

		1989 actual	1990 est	1991 est
	Personnel compensation:			
11.1	Full-time permanent	1,377	1,523	1,668
11.3	Other than full-time permanent	13	10	10
11.5	Other personnel compensation	264	280	304
11.9	Total personnel compensation	1,654	1,813	1,982
12.1	Civilian personnel benefits	313	366	425
21.0	Travel and transporation of persons	1		
23.3	Communications, utilities, and miscellaneous charges	36	5	5
24.0	Printing and reproduction	1		
25.0	Other services	207	130	2,811
26.0	Supplies and materials	60	75	78
31.0	Equipment	226	262	232
32.0	Land and structures	2	9	9
42.0	Insurance claims and indemnities	2		
99.9	Total obligations	2,502	2,660	5,542

Personnel Summary

Total number of full-time permanent positions	57	57	59
Total compensable workyears			
Full-time equivalent employment	53	55	59
Full-time equivalent of overtime and holiday hours	6	6	6

Note: This table was not included in the President's budget for 1991.

LIBRARY OF CONGRESS
JUSTIFICATION OF ESTIMATES

LIBRARY OF CONGRESS

JUSTIFICATION OF ESTIMATES

Fiscal Year 1991

January 1990

LIBRARY OF CONGRESS

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LIBRARY OF CONGRESS FY 1991 BUDGET REQUEST

INTRODUCTORY STATEMENT BY THE LIBRARIAN OF CONGRESS

The Library of Congress budget request for fiscal year 1991 totals $326 million which is an increase of 22 percent over fiscal 1990. This request has received considerable personal attention from me and recognizes the urgent needs of the Congress's Library -- the national library of the United States. As we begin a new year, the Library of Congress is at a crossroads in its history. We have completed a large-scale review and reorganization that equips the Library for efficient management guided by a clear mission and long-term strategy to deal with the information and knowledge needs of the 21st century. Prospects have never been better for using this massive information and knowledge resource in new ways that can help our nation deal with the educational, economic, and global problems that are becoming more and more critical to its future as a world leader.

However, this Library is increasingly unable to fulfill its mission because of inadequate resources. The Congressional appropriation for the Library of Congress has increased only about 14 percent during the past six-year period when comparable cultural and educational institutions (Smithsonian, National Library of Medicine, National Archives, and National Agricultural Library) have received an increase of 38 - 68 percent, often supplemented by private funds. Moreover, the Library has been forced to absorb a series of pay raises, sequestrations, and inflationary increases that have seriously eroded our management structure.

Congress has quite properly asked us in the last two years to estimate the projected total costs of preserving

the collections and getting rid of processing arrearages -- the most basic task in making collections usable. The Library of Congress has developed realistic, phased plans for dealing with all of these problems while continuing to provide support for the workings of the Congress and for the vital information needed by our citizens to deal with the critical issues of the day and stimulate the creativity needed for tomorrow.

This budget request is, essentially, a request for an investment in the future of our country and the world. The information age is upon us, and this library represents the largest collection of information in the history of the world. But there are these crossroads moments in the history of institutions, and fiscal 1991 is one of them for the Library of Congress. Our budget request is not, therefore, a routine annual request. We are making a statement -- after the most exhaustive review in the Library's history -- of what it will take to do what we have been asked to do. If we are told that this request must be drastically cut, we will have to begin going down the road of curtailing services or stopping collection in some areas. The loss to future generations would be incalculable.

As noted above, the budget request for FY 1991 totals $326 million, which is an increase of $59 million over FY 1990. In addition to addressing the growing arrearages, the request reflects the priorities of the Congress to develop recommendations for more information support to the Congress on issues related to United States - Japan relations and to improve the depth and quality of collections from Mexico, Central America, and the Caribbean. The budget also requests critical funding to improve the management of the Library in areas such as employee development, financial management, human resources management, facilities management, and information management.

Moreover, the budget reflects the results of our year long review of the Library's functions and its seven values that emerged from the review: service, quality, effectiveness, innovation, fairness, participation, and staff development and recognition. We have literally hundreds of recommendations in various stages of implementation that support these values and that will enable us to respond more effectively and economically to the ever increasing challenges that lay ahead. The implementation of one such recommendation --limiting items listed in National Union Catalog to Library of Congress materials and those holdings of libraries not reporting to other national networks-- enables us to redeploy approximately 100 positions to other critical collection functions. While our work in this area to date (as shown by the example above) has tempered our budget request to some extent, these recommendations do not present enough near term budgetary opportunities. Therefore, we request the following major new resources:

- o $7.3 million to reduce the growth of unprocessed arrearages. The Library's report on its unprocessed arrearages was submitted to the Congress on December 1, 1989. A management plan to carry out a pilot program recommended in that report will be completed in February 1990. Minimum resource requirements are set forth in this budget to reduce the arrearage growth but not to start eliminating the backlogs. The Library will submit a budget amendment request to the Congress that encompasses the entire pilot program following completion of the management plan.
- o $1 million to improve the collection of overseas materials.
- o $.7 million for a number of initiatives aimed at increasing substantially the depth and breadth of policy analysis and research on issues related to U.S. - Japan relations.

- o $2.5 million for the Congressional Research Service to provide funding to support authorized positions critical to mission accomplishment and other non personal costs.
- o $4.7 million for the National Library Service for the Blind and Physically Handicapped to maintain the program's purchasing power at the 1990 level for books in raised characters, sound reproductions, equipment, and other items.
- o $3.8 million for the Copyright Office to handle efficiently its rapidly growing workload and to convert their manual card catalog to machine-readable form. $2.6 million of this increase is predicated on additional offsetting collections of $6.1 million due to the pending increase in the Copyright fee from $10 to $20.
- o $18.4 million to begin to rebuild the Library's management infrastructure. Major items include $3.2 million for employee development, $7 million for facilities management (includes $5.4 for increased space to handle the rapidly growing collections), $3.7 million for Furniture and Furnishings to support the appropriate and efficient operation of the Library's functions ($.8 million for furniture is included in the arrearage project total), $3.5 million for information technology ($1 million for automation equipment is included in the arrearage project total), and $1 million for financial and human resources management. The General Accounting Office is now completing an audit of the Library started in 1988 at our request. Preliminary information from GAO underscores our own review findings that the Library's management infrastructure has been eroded and supports the steps that

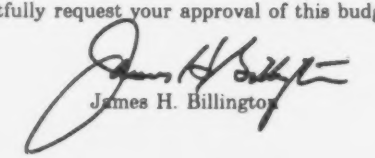
we have identified to correct the situation. This budget includes funds to begin to address the improvements needed.

o $16.4 million for mandatory payraises, within grade increases, and accident compensation.

The Library feels it is important for the orderly administration of its staff development program and for the maximum economy and efficiency in maintaining constituent relationships that the "attendance at meetings" limitation within the Administrative provisions of the appropriation act be eliminated.

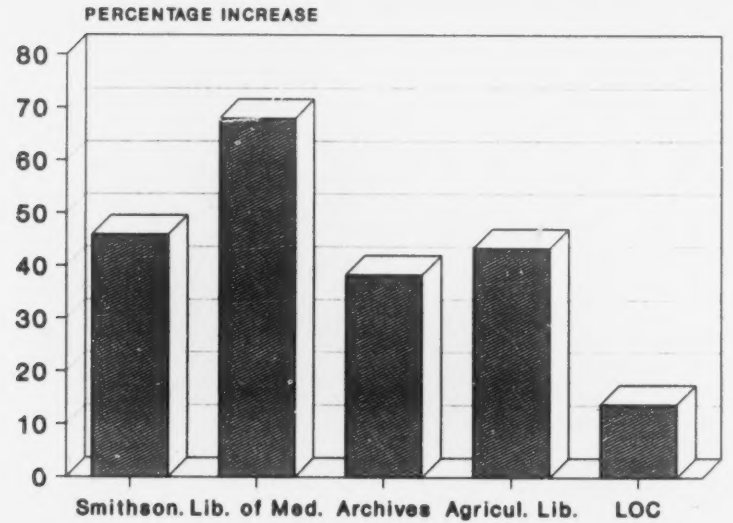
This budget request does not include funds for the Civic Achievement Award Program. This is consistent with my recommendation to the Senate Committee on Rules and Administration and the Committee on House Administration that the Library not fund programs over which it has no effective control. Senate Report 101-150 concurred in this suggestion and recommended that another agency be found for future funding.

The total level of funding for fiscal 1991 of $326 million --a 22 percent increase over FY 1990-- is dramatic. We recognize that such a large request in the current fiscal environment is unusual, but we believe that this level of funding is essential if we are to begin to remedy many basic problems that confront the Library of Congress. We believe we have identified these problems and set in motion solutions that will not lead to their recurrence. Approval of this level of support by the Congress will permit the Library to address longstanding problems and lay a solid foundation for its third century. Therefore, we respectfully request your approval of this budget.



James H. Billington

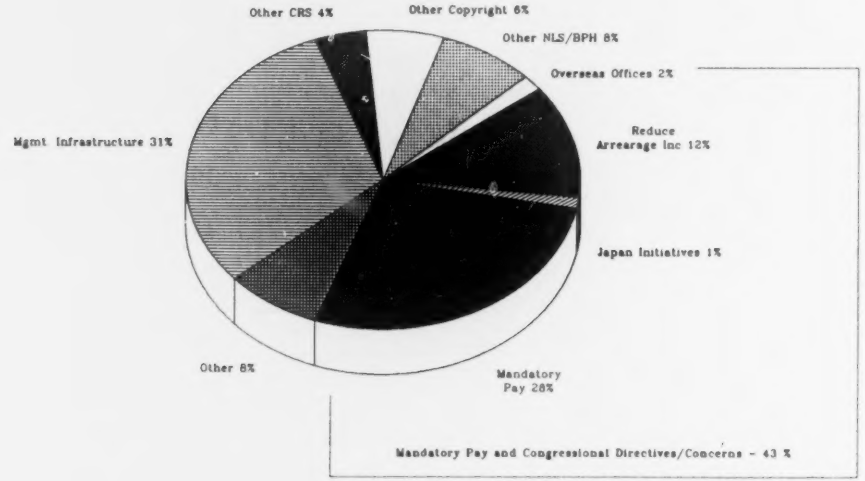
LIBRARY OF CONGRESS
6 YEAR BUDGET COMPARISON
Selected Library & Cultural Institutions



	Smithson.	Lib. of Med.	Archives	Agricul. Lib.	LOC
FY 84 - FY 90	45.9	67.9	38.3	43.3	13.8

Source: Budget Appendix, Enacted Bills

Library of Congress
Fiscal 1991 Budget Request
Summary of Major Increases



LIBRARY OF CONGRESS
Effects of Sequestration
Fiscal Year 1990

	P.L. 101-163 1990 Enacted	1.4% G/R/H	0.43% War on Drugs	Total Sequestered	Net 1990 Appropriation
Salaries and Expenses, Library of Congress:					
Collections Services	$77,288,988	$1,048,000	$331,000	$1,379,000	$75,889,986
Constituent Services	19,073,692	265,000	84,000	349,000	18,724,692
Law Library	4,067,981	56,000	18,000	74,000	3,993,981
Cultural Affairs	4,240,615	58,000	18,000	76,000	4,164,615
Management Services	51,328,972	685,000	219,000	904,000	50,424,972
Civic Achievement Award Program	1,033,000	13,000	4,000	17,000	1,016,000
Special Projects	1,472,774	21,000	7,000	28,000	1,444,774
Subtotal	$158,486,000	$2,146,000	$681,000	$2,827,000	$155,659,000
CDS offsetting collections	5,700,000	71,000	0	71,000	5,629,000
Total, S&E, LC	$164,186,000	$2,217,000	$681,000	$2,898,000	$161,288,000
Salaries and Expenses, Copyright Office	$12,234,000	$169,000	$53,000	$222,000	$12,012,000
Copyright offsetting collections	7,000,000	93,000	0	93,000	6,907,000
Licensing offsetting collections	1,139,000	15,000	0	15,000	1,124,000
Total, S&E, Copyright	$20,373,000	$277,000	$53,000	$330,000	$20,043,000
Salaries and Expenses, Congressional Research Service	$46,895,000	$648,000	$202,000	$850,000	$46,045,000
Salaries and Expenses, Books for the Blind and Physically Handicapped	$37,801,000	$527,000	$162,000	$689,000	$37,112,000
Furniture and Furnishings	$2,579,000	$0	$11,000	$11,000	$2,568,000
TOTAL	$271,834,000	$3,869,000	$1,109,000	$4,778,000	$267,056,000

Note: Of the amount enacted in 1990, $111,000 in Collections Services and $225,000 in CRS is restricted from obligation or expenditure (see P.L. 101-163)

LIBRARY OF CONGRESS

Comparative Summary of Appropriations and Appropriation Estimates

TABLE I

	1990 Budget	1991 Estimate	1991 Increases					% Increase
			Mandatory	Price Level	Legislation	Mission	Total	
Salaries and Expenses, Library of Congress:								
Mandatory Items	$0	$9,974,470	$9,974,470	$0	$0	$0	$9,974,470	
Staff Recognition and Development	0	2,185,455	0	0	0	2,185,455	2,185,455	
Collections Services:								
Purchase of Books	6,765,000	7,023,000	0	100,000	0	158,000	258,000	3.81%
Preparation of Books	50,185,908	53,863,395	0	379,700	0	3,297,787	3,677,487	7.33%
Preservation of Library Material	7,608,846	8,646,045	0	129,000	0	908,199	1,037,199	13.63%
Public Service/Collections Mgt I	11,330,232	15,106,703	0	10,000	0	3,766,471	3,776,471	33.33%
Constituent Services:								
Constituent Services	15,544,864	16,718,398	0	12,500	0	1,161,034	1,173,534	7.55%
Cataloging Distribution Service	8,808,828	9,626,228	0	191,400	0	626,000	817,400	9.28%
Law Library	3,993,961	4,658,902	0	3,500	0	661,441	664,941	16.65%
Cultural Affairs:								
Cultural Affairs	3,257,320	3,718,803	0	41,400	0	420,083	461,483	14.17%
American Folklife Center	907,295	1,049,704	66,135	9,500	0	66,774	142,409	15.70%
Management Services:								
Library Management Services	23,300,043	26,139,569	0	214,794	0	2,624,732	2,839,526	12.19%
Building Rental-Off Capitol Hill	2,144,000	7,811,620	0	193,700	0	5,473,920	5,667,620	264.35%
Automation	21,656,263	26,170,579	0	376,300	0	4,138,016	4,514,316	20.85%
Office of The Librarian	3,324,666	3,569,035	0	4,400	0	239,969	244,369	7.35%
Civic Achievement Award Program	1,016,000	0	0	0	0	-1,016,000	-1,016,000	-100.00%
Special Projects	1,444,774	1,479,094	0	20,420	0	13,900	34,320	2.38%
Total, S&E, LC, Budget	$161,288,000	$197,741,000	$10,040,605	$1,686,614	$0	$24,725,781	$36,453,000	22.60%
CDS offsetting collections	-5,629,000	-6,600,000	0	-345,000	0	-626,000	-971,000	17.25%
Total, S&E, LC, Appropriation	$155,659,000	$191,141,000	$10,040,605	$1,341,614	$0	$24,099,781	$35,482,000	22.79%

LIBRARY OF CONGRESS

Comparative Summary of Appropriations and Appropriation Estimates

TABLE 1 2

	1990 Budget	1991 Estimate	1991 Increases					%
			Mandatory	Price Level	Legislation	Mission	Total	Increase
Salaries and Expenses,								
Copyright Office	$20,043,000	$25,755,000	$1,430,484	$54,800	$0	$4,226,936	$5,712,000	28.50%
COP offsetting collections	-6,907,000	-13,000,000	-1,365,893	-815,700	0	-3,911,407	6,093,000	88.21%
Licensing collections	-1,124,000	-1,509,000	-64,591	-4,900	0	-315,529	385,000	34.25%
Total, Copyright appropriation	$12,012,000	$11,246,000	$0	($766,000)	$0	$0	($766,000)	-6.38%
Salaries and Expenses, Books for the Blind & Physically Handicapped	$37,112,000	$42,211,000	$336,447	$4,687,553	$0	$75,000	$5,099,000	13.74%
Furniture and Furnishings:								
Regular	$2,309,000	$5,391,000	$0	($898,000)	$0	$3,980,000	$3,082,000	133.48%
JMMB	259,000	273,000	14,000	0	0	0	14,000	5.41%
Restoration and Renovation	0	1,422,000	0	0	0	1,422,000	1,422,000	
Total, Furniture & Furnishings	$2,568,000	$7,086,000	$14,000	($898,000)	$0	$5,402,000	$4,518,000	175.93%
Total, Title II Budget	$221,011,000	$272,793,000	$11,821,516	$5,530,767	$0	$34,429,717	$51,782,000	23.43%
Offsetting collections	-13,660,000	-21,109,000	-1,430,484	-1,165,600	0	4,852,936	7,449,000	54.53%
Total, Title II	$207,351,000	$251,684,000	$10,391,032	$4,365,167	$0	$29,576,781	$44,333,000	21.38%
Salaries and Expenses, Congressional Research Service - Title I	$46,045,000	$53,706,000	$4,621,822	$307,900	$0	$2,731,278	$7,661,000	16.64%
TOTAL BUDGET	$267,056,000	$328,499,000	$16,443,338	$5,838,667	$0	$37,160,995	$59,443,000	22.26%
Offsetting Collections	13,660,000	21,109,000	-1,430,484	-1,165,600	0	4,852,936	7,449,000	54.53%
TOTAL APPROPRIATIONS	$253,396,000	$305,390,000	$15,012,874	$4,673,067	$0	$32,308,059	$51,994,000	20.52%

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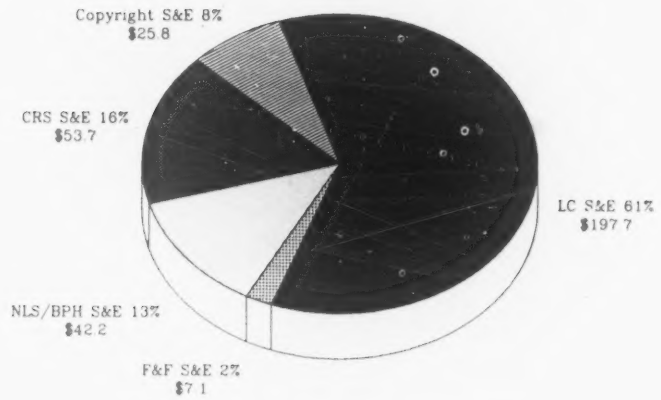
Schedule C

Library of Congress
Summary
Detailed Analysis of Changes
FY1991

	Calculation of Base	
	STAFF	DOLLARS ($000)
Appropriation, 1990	4,841	$271,834
Minus: Reduction pursuant to P.L. 99-177		- 3,669
Reduction pursuant to P.L. 101-164		- 1,109
Budget Base, 1990		267,056

	1991 Request	
	STAFF	DOLLARS ($000)
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increases and related benefits		3,389
2. Annualization of pay raises		7,393
3. Annualization of pay raises (Foreign)		133
4. Accident Compensation		34
5. One day extra		811
6. Lift the pay cap		524
7. Annualization of unfinanced positions		1,168
8. Partial funding of 1/91 pay raise		2,854
9. Police - 4th & final raise		170
B. Price Level Changes		
1. Travel cost increases		107
2. Transportation of things		9
3. Rent & postage increase		415
4. Printing cost increase		796
5. ADP timesharing price increase		27
6. Misc. services increase		970
7. Training-tuition increases		80
8. Supplies cost increase		424
9. Equipment cost increase		3,910
C. Program Increases		
1. Staff level increase	280	8,453
Indefinite positions		356
Unfinanced positions		4,351
2. Other program increase		
a. Travel		163
b. Transportation of things		10
c. Rent, Communications, Utilities		5,792
d. Printing & Reproduction		744
e. Other Services		6,821
f. Supplies & Materials		856
g. Equipment		9,533
h. Other personnel compensation		1,064
D. Program Decreases		
1. Equipment		- 898
2. Civic Achievement Awards		- 1,016
II. Net Increase/Decrease Recommended	280	59,443
III. Total Appropriation Recommended, 1991	5,121	326,499

Library of Congress
Fiscal 1991 Budget Request
Parts of Total - $326.5 Million



LIBRARY OF CONGRESS
Summary of Authorized Positions

TABLE II

	Fiscal Year 1990					Fiscal Year 1991					1991 Increases/Decreases				
	Budget	Indef	Sub S&T total	AWF	Total	Budget	Indef	Sub S&T total	AWF	Total	Budget	Indef	Sub S&T total	AWF	Total
Salaries & Expenses, LC															
Collections Services															
Purchase of Books	0		0		0	0		0		0					
Preparation of Books	1,324	(179)	1,503	(1)	1,504	1,346	(194)	1,540	(1)	1,541	22	(-15)	37		37
Preservation of Library Materials	119	(4)	123		123	123	(4)	127		127	4		4		4
Public Service/Coll Mgmt I	267	(5)	(2) 274	(1)	275	392	(5)	(2) 399	(1)	400	125		125		125
Constituent Services															
Constituent Services	448	(23)	(38) 509	(13)	522	469	(23)	(38) 530	(13)	543	21		21		21
Cataloging Distribution Service	150		150		150	150		150		150					
Law Library	102		102		102	112		112		112	10		10		10
Cultural Affairs															
Basic and Interpretive Programs	56		56	(1)	57	59		59	(1)	60	3		3		3
American Folklife Center	16		(10) 26		26	17		(10) 27		27	1		1		1
Management Services															
Library Management Services	549		549	(28)	577	564		561	(28)	592	15		15		15
Building Rental- Off Capitol Hill	0		0		0	17		17		17	17		17		17
Automation	208	(6)	214	(12)	226	216	(6)	222	(12)	234	8		8		8
Office of The Librarian	30		30	(9)	39	32		32	(9)	41	2		2		2
Special Projects	25		25		25	25		25		25					
Total, S&E, LC	3,294	(217)	(50) 3,561	(65)	3,626	3,522	(232)	(50) 3,804	(65)	3,869	228	(-15)	243		243
S&E, Copyright Office	564		564		564	597		597		597	33		33		33
S&E, BBPH	119	(18)	(5) 142		142	119	(18)	(5) 142		142					
Furniture & Furnishings		(7)	7		7		(7)	7		7					
Total, Title II	3,977	(242)	(55) 4,274	(65)	4,339	4,238	(257)	(55) 4,550	(65)	4,615	261	(-15)	276		276
S&E, CRS (Title I)	864		(36) 900		900	883		(36) 919		919	19		19		19
TOTAL	4,841	(242)	(91) 5,174	(65)	5,239	5,121	(257)	(106) 5,469	(65)	5,534	280	(-15)	295		295

Schedule D

Library of Congress
Summary of Agency Request
Fiscal Year 1991 Budget Request

	Calculation of Base	
	STAFF	DOLLARS ($000)
Appropriation, 1990	4,841	$271,834
Minus: Reduction pursuant to P.L. 99-177		- 3,669
Reduction pursuant to P.L. 101-164		- 1,109
Budget Base, 1990		267,056
Proposed Changes for FY 1991:		
Mandatory Pay & Related Costs		16,476
Price Level Changes		6,738
Program Type Changes:		
Underfinanced Positions	(131)	4,351
Other	280	33,792
Decreases		- 1,914
Total Proposed Changes	280	59,443
FY 1991 Budget Request	5,121	326,499

Schedule B

Library of Congress
Summary
Analysis of Change
By Appropriation and By Object Class
FY 1991

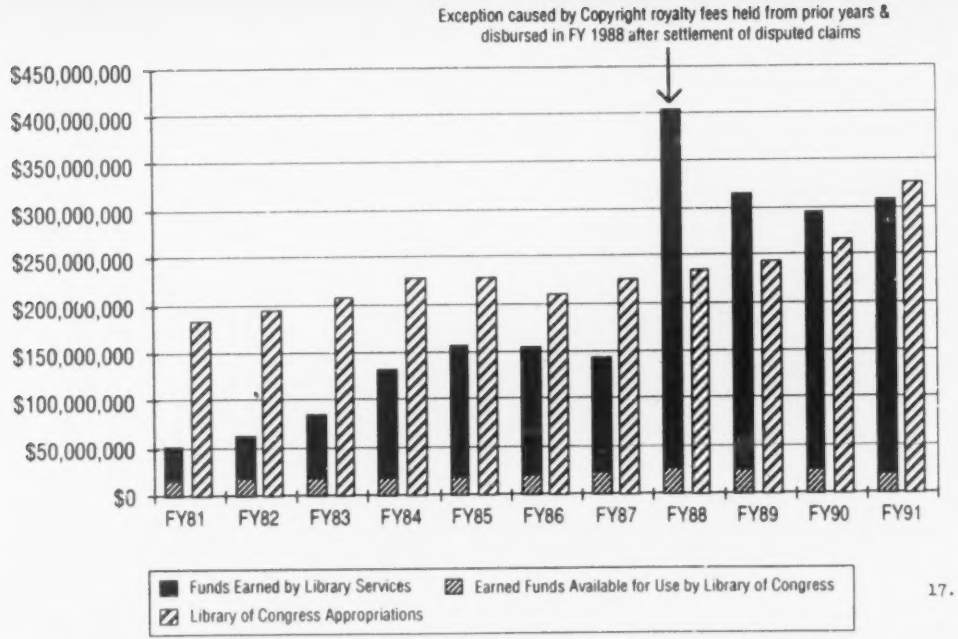
Categories	MANDATORY CHANGES		PRICE LEVEL CHANGES		PROGRAM CHANGES						NET CHANGE	
					STAFF LEVEL INCREASES		OTHER INCREASES		PROGRAM DECREASES			
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	($000)	STAFF	($000)
1. Breakdown by Appropriations:												
Library of Congress, S&E		$ 10,073		$ 1,687	228	$ 10,454		$ 15,255		$- 1,016	228	$ 36,453
Copyright Office		1,431		55	33	950		3,276		---	33	5,712
Congressional Research Services		4,622		308	19	1,756		975		---	19	7,661
Books for the Blind & Physically Handicapped		336		4,688	-	---		75		---	-	5,099
Furniture & Furnishings		14		---	-	---		5,402		- 898	-	4,518
Total		16,476		6,738	280	13,160		24,983		- 1,914	280	59,443
2. Breakdown by Object Class:												
11 Personnel Compensation		13,191		---		10,365		1,064		---		24,620
12 Personnel Benefits		3,284		---		2,795		---		---		6,079
13 Benefits to Former Personnel		1		---		---		---		---		1
21 Travel		---		108		---		163		---		271
22 Transportation of Things		---		9		---		10		---		19
23 Rent, Communication & Util.		---		415		---		5,792		---		6,207
24 Printing & Reproduction		---		796		---		744		---		1,540
25 Other Services		---		1,076		---		6,821		---		7,897
26 Supplies & Materials		---		424		---		856		---		1,280
31 Equipment		---		3,910		---		9,533		- 898		12,545
41 Grants		---		---		---		---		- 1,016		- 1,016
42 Insurance Claims & Indem.		---		---		---		---		---		---
Total		16,476		6,738		13,160		24,983		- 1,914		59,443

LIBRARY OF CONGRESS

Total Funds Available - All Sources

	1989 Actual	1990 Budget	1991 Estimate
Annual appropriation to the Library of Congress:			
Title II	$199,560,000	$207,351,000	$251,684,000
Title I	44,684,000	46,045,000	53,706,000
Subtotal	$244,244,000	$253,396,000	$305,390,000
P.L. 100-446, Film Preservation Act of 1988	250,000	----	----
	$244,494,000	$253,396,000	$305,390,000
Receipts:			
Sale of catalog cards and publications	5,000,000	5,629,000	6,600,000
Copyright fees	7,000,000	6,907,000	13,000,000
Licensing fees	1,034,000	1,124,000	1,509,000
Annual appropriations for Library Buildings to the Architect of the Capitol:			
Structural and Mechanical Care	7,500,000	7,136,000	12,608,000
Gift and Trust Funds	9,116,000	8,338,000	7,667,000
Reimbursable Program	63,378,000	62,350,000	65,950,000
TOTAL	$337,522,000	$344,880,000	$412,724,000

Library of Congress
Funds Earned Through Library Services
Compared to Library Appropriations



17.

LIBRARY OF CONGRESS

Number of Positions by Source of Funds, Fiscal Year 1990

	Title II	Title I	Total
Support from direct appropriations for regular authorized positions	3,977	864	4,841
Support from direct appropriations for temporary, indefinite, and local staff in overseas offices	297	36	333
Support from appropriated funds transferred from other Federal agencies (administrative overhead)	65	---	65
Subtotal	4,339	900	5,239
Support from appropriated funds transferred from other Federal agencies	130	---	130
Total support from appropriated funds	4,469	900	5,369
Support from gift, trust, and service fee funds	146	---	146
GRAND TOTAL	4,615	900	5,515

LIBRARY OF CONGRESS

EXPLANATION OF LAPSE ISSUE AND PAY ABSORPTION IMPACT ON STAFFING LEVELS

The lapse is the difference, expressed as a percent, and in dollars, between the annual cost rate for all authorized positions and the amount of salary and benefit funds that are available. Obviously, there is employee turnover and thus a certain number of positions are vacant at any given time. The Library, historically, has attempted to obtain 96 percent of funding for authorized positions, hence a lapse rate of 4 percent.

The optimum level of 96 percent funding is hardly ever achieved, primarily because of the absorption of pay raise costs. Absorption of such costs forces staffing to lower and lower levels in order to pay the higher salary and benefit costs of the remaining employees. Currently, the Library is experiencing a 13 percent lapse rate due to absorbing the total cost of pay raises in fiscal 1989 and fiscal 1990.

LIBRARY OF CONGRESS

Statement of Receipts, Treasury Department General Fund Account

	1989 Actual	1990 Estimate	1991 Estimate
Receipts from sale of catalog cards and publications	$ 1,186,111	$ ----	$ ----
Receipts from Copyright fees	434,715	----	----
Other miscellaneous receipts	21,319	65,000	65,000
Total receipts into the general fund account	$ 1,642,145	$ 65,000	$ 65,000

Statement of Receipts, Payments to Copyright Owners*

Receipts from Fees, Jukebox and Cable Television	$223,416,166	$208,000,000	$213,000,000
Receipts from Interest on Investments in Public Debt Securities	6,009,744	2,000,000	2,000,000
Total receipts transferred to Payments to Copyright Owners	$229,425,910	$210,000,000	$215,000,000

*Funds are received by the Copyright Office and are disbursed at the direction of the Copyright Royalty Tribunal.

LIBRARY OF CONGRESS

New Positions Requested by Grade Level
Fiscal Year 1991

	Salaries and Expenses, LC	Copyright Office	Subtotal	Congressional Research Service	TOTAL
GS-18	---	---	---	---	---
GS-17	---	---	---	---	---
GS-16	---	---	---	---	---
GS-15	1	---	1	---	1
GS-14	5	---	5	1	6
GS-13	14	---	14	2	16
GS-12	9	---	9	3	12
GS-11	13	15	28	1	29
GS-10	---	---	---	---	---
GS-9	80	---	80	4	84
GS-8	6	---	6	---	6
GS-7	30	5	35	---	35
GS-6	11	2	13	1	14
GS-5	53	---	53	7	60
GS-4	4	11	15	---	15
GS-3	---	---	---	---	---
GS-2	---	---	---	---	---
GS-1	---	---	---	---	---
Wage Board	2	---	2	---	2
TOTAL	228	33	261	19	280

LIBRARY OF CONGRESS

GLOSSARY OF PRICE LEVEL (INFLATION) INCREASES

This statement provides the methodology for most price level increases displayed in the form of bar graphs for the accounts which follow. Price level or inflationary cost increases projected in the budget are primarily of a cost-recovery nature. The Library has already experienced these increases in the past year or has some indication that it will incur them in the current fiscal year. The method of computation of increases for each of the object classes will vary to some extent, but generally it takes the following pattern:

Price Level estimates for the upcoming budget year are put together in July each year after having three-quarters of a year's cost experience. The Library takes the actual inflationary increases sustained for three quarters over the past fiscal year, estimates the fourth quarter costs at the same rate, and projects that percent of increase to the budget request. There are exceptions to this method, however, such as the Government Printing Office printing inflationary rate which is determined by GPO and transmitted to all government agencies before the budget request is put together. The specific method of calculation for each object class item is as follows:

Travel

We survey any commercial air fare rate increases we have experienced, plus per diem increases if any, factor in any economies attributable to General Services Administration contract air service, and arrive at a percent of increase over the past fiscal year. The rate varies, of course, from year to year. Public Law 99-234, Federal Civilian Employee and Contractor Travel Expenses Act of 1985, enacted January 2, 1986, removed the statutory ceilings on per diem and actual subsistence and authorized GSA to set maximum rates. Air travel costs increased in fiscal 1989 by 12 percent against all Library of Congress travel budgets.

Rental of Equipment

The request for increase in the price level for rental of equipment is based on an annual survey conducted to show projected rate increases announced by equipment leasing vendors.

Printing

Price level increases are based on advice received from the Government Printing Office in a Circular Letter usually issued in April or May of each year forecasting the percent of increase for the budget year.

Photoduplication

Increases are based on revised price increases periodically announced by the Photoduplication Service which reflect recent increases in labor, supplies, and materials experienced by the Service.

Other Services

The account provides for contract services by private vendors and contractors. Increases are based on surveys of actual or expected cost increases in the current year.

Training

A comparison of tuition rates charged by the colleges and universities most frequently attended by employees for the current year and the upcoming year determines the percentage of increase requested.

Maintenance and Repairs of Equipment

Since most repairs are accomplished on the basis of maintenance contracts, the request is based on the inflationary increases in the costs of these contracts.

Custodial Services

The custodial services for the Madison Building are handled under a contract which provides for an annual supplemental based on an analysis of inflationary costs in the Washington, D. C., area. The requested increase is based on this analysis.

Supplies and Materials

The requested increase is based on the percentage of increase experienced in the costs of supplies and materials during the current year as compared to the previous year.

Other Object Classes

Price level cost increases for other sub-object classes too numerous to mention are projected in a similar manner.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

	Total	Offsetting Collections	Regular Bill
1990 Budget Enacted	$164,186,000	- $5,700,000	$158,486,000
Less: G/R/H Sequestration, P.L. 99-177	-2,217,000	- 71,000	-2,146,000
War on Drugs, P.L. 101-164	- 681,000	- ----	- 681,000
1990 Budget Adjusted	$161,288,000	- $5,629,000	$155,659,000
1991 Estimate	197,741,000	- 6,600,000	191,141,000
Net increase	$+36,453,000	- $ 971,000	$+35,482,000

Mandatory	+ $10,040,605
Price level	+ 1,686,614
Growing workload	+ 24,725,781
Total	+ $36,453,000

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1. MANDATORY ITEMS

Summary

	Increase
A. Ingrades and reallocations	+ $1,753,064
B. Annualization of pay raises	+ 4,939,100
C. Police pay raises	+ 169,600
D. Partial funding for pay raise effective January 1991	+ 1,860,100
E. Annualization of unfinanced positions approved for 1990	+ 476,258
F. Lift pay cap, January 1991	+ 219,200
G. One extra day	+ 523,330
H. Accident compensation	+ 33,919
Total, Mandatory Items	+ $9,974,470
Price level	+ $9,974,470

810

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

1. **MANDATORY ITEMS**

Justification of Increases and Decreases

Price level		+ $9,974,470
A. Ingrades and reallocations		+ $1,753,064
Funds are requested to cover ingrade increases and reallocations:		
Salaries	$1,460,911	
Personnel Benefits	292,153	
	$1,753,064	
B. Annualization of pay raises		+ 4,939,100
This increase is necessary to provide for annualization of the entire 1990 pay raise for General Schedule and Wage Board employees effective in January 1990. Included in this amount is $133,200 to provide for annualization of the 1990 pay raises for the foreign staff in the Library of Congress field offices.		
Salaries	$4,130,000	
Personnel Benefits	809,100	
	$4,939,100	
C. Police pay raises		+ 169,600
This increase is necessary to provide for the portion of the fiscal 1991 increase ($169,600) in accordance with the provisions of P.L. 100-135, dated October 18, 1987, "An Act relating to the policing of the buildings and grounds of the Library of Congress."		
Salaries	$ 141,300	
Personnel Benefits	28,300	
	$ 169,600	
D. Partial funding for January 1991 pay raise		+ 1,860,100
Funds are requested for half of the cost of the January 1991 pay raise.		
Salaries	$1,553,500	
Personnel Benefits	306,600	
	$1,860,100	

1. **MANDATORY ITEMS**

Justification of Increases and Decreases

E. Annualization of unfinanced positions approved in fiscal 1990 ..... + $ 476,258

Funds are requested to annualize the unfinanced positions approved in fiscal 1990.

Salaries	$ 373,829
Personnel Benefits	102,429
	$ 476,258

F. Lift the pay cap, January 1991 ..... + 219,200

In January 1991, rates of pay for supergrades will increase in accordance with the provisions of the Government Ethics Reform Act of 1989. Funds are requested to cover these increases.

Salaries	$ 182,700
Personnel Benefits	36,500
	$ 219,200

G. One extra day ..... + 523,330

Fiscal 1991 has 261 days, one more than fiscal 1990.

Salaries	$ 436,104
Personnel Benefits	87,226
	$ 523,330

H. Accident compensation - reimbursement to Employees' Compensation Fund ..... + 33,818

The Library's reimbursement to the Bureau of Employee's Compensation for benefits and other payments for fiscal 1989 is more than the amount budgeted for those purposes as follows:

Fiscal 1989 cost = $644,476 / amount available = $610,658

2. **STAFF RECOGNITION AND DEVELOPMENT**

Summary

	Increase
(1) Performance awards	+ $ 688,000
(2) Tuition and training	+ 1,497,455
Total, Staff Recognition and Development	+ $2,185,455

Growing workload ..... + $2,185,455

Note: The base amount for Tuition and Training is $283,245, which is included in the individual service units; there is no base for Performance Awards.

2. STAFF RECOGNITION AND DEVELOPMENT

General Statement

The Library's Management and Planning (MAP) Committee report charts a course that will enable the Library to achieve our vision of the Library in the Year 2000. The report sets forth the institutional values that define the Library's culture and shape its actions. The Library's leadership is constantly communicating the following seven values, contained in that report, to persons within and beyond the Library to ensure that they are understood and used appropriately:

- Service: The Library provides the best service feasible to its constituents and to the persons and organizations that comprise the Library itself.

- Quality: The Library provides the best quality feasible in every aspect of its activities, no matter how large or how small.

- Effectiveness: All Library activities are designed to accomplish its missions. Optimal results are achieved through efficient use of resources.

- Innovation: The Library constantly seeks, tests, and employs new and creative methods of improving its services and the use of its resources.

- Fairness: The Library is fair in its treatment of staff and users, and it respects all persons and takes measures to ensure equal treatment and opportunity in all of its activities.

- Participation: The Library encourages and supports widespread staff participation in the planning, implementation, and ongoing evaluation and improvement of its programs and activities.

- Staff Development: The Library ensures that it has the human resources appropriate to conduct its programs by encouraging and supporting staff excellence, and it takes measures to promote and foster superior performance, leadership development, individual growth, job satisfaction, and opportunities for career development.

2. **STAFF RECOGNITION AND DEVELOPMENT**

General Statement

These values recognize that not only are the Library's collections a national treasure, but its employees are as well. Therefore, we must provide for staff development to enable our employees to achieve the Library's objectives and exhibit its values. Now that the Library has achieved a heightened visibility for its values, we must back up our words with action. This budget requests an increase in staff development resources so that we can take action in this critical area. Specific justifications for both performance awards and tuition and training follow.

2. **STAFF RECOGNITION AND DEVELOPMENT**

PERFORMANCE AWARDS

Justification of Increases and Decreases

FY 1990		FY 1991		Increase	
No.	Amount	No.	Amount	No.	Amount
	$ 0		$ 0		+$688,000

The MAP Committee found that staff members are not adequately recognized for their contributions. Further, they found an employee perception that the actions, opinions, and deeds of individual staff members are not sufficiently valued. The MAP Committee noted that research has shown that motivation, productivity, and morale are greatly enhanced when an effective staff recognition program exists. Therefore, the final MAP report recommended that the importance of staff recognition be institutionalized and that supervisors and managers use the tool effectively. However, the Library's supervisors and managers cannot effectively use this tool without adequate resources.

The findings of the MAP Committee are born out by an analysis of 1987 performance awards expenditures prepared by the General Accounting Office (GAO), which found that the Library ranked close to the bottom in the dollar amount of performance awards made per employee. GAO found a government wide performance awards average of $210 per employee and that the Library's record was only half of that amount ($105.92 per employee cost for 1987). The GAO analysis indicates that the per employee cost for 1987 performance awards were as high as $439.89, and the Library ranked 33rd out of 35 agencies. The primary reason we do not have a good track record in this area is that our budget does not contain any base amount for performance awards. To generate resources to make awards, we must leave authorized positions unfilled. Since performance awards are an essential element in fostering good morale, improving productivity, and maintaining a positive work environment that encourages employees to continually seek innovative ways to provide better service, this type of trade-off must not be continued. Therefore, our 1991 budget requests a base for performance awards of $210 per employee.

2. **STAFF RECOGNITION AND DEVELOPMENT**

TUITION AND TRAINING

Justification of Increases and Decreases

FY 1990		FY 1991		Increase	
No.	Amount	No.	Amount	No.	Amount
	$ 0		$ 0		+$1,497,455

The MAP Committee found that the Library's current training efforts are deficient, and we are missing an opportunity to improve the workings of the Library by not adequately training our employees. While the need for training is self evident and fundamental to better management of the Library, specific reasons for more training resources are provided below:

- Innovation: Staff creativity cannot be unleashed, if the staff is not given the tools of recent technological development --- capabilities that were only dreamed of just five years ago. Microcomputer technology, CD-ROMs, and the expanding database capabilities --- all offer countless possibilities for applications which cannot be even imaged without a sophisticated knowledge of technology and the same sophisticated knowledge of the task at hand.

- Supervisory Effectiveness: Supervisory and management skills must be renewed and honed to meet new and changing demands of service. For successful planning and teamwork, training is needed in participative management techniques, affirmative action responsibilities, interviewing techniques, counselling techniques, motivation techniques, interpersonal communications, and basic legal requirements.

- Industry Awareness: Receiving training at specialized industry seminars enables the Library's staff to keep abreast of rapid changes taking place and to develop a network of contacts for assistance in resolving complex problems. The most effective means of keeping staff fully apprised of new developments is by sending them to training courses, seminars, and lectures on new technologies. For

2. **STAFF RECOGNITION AND DEVELOPMENT**

TUITION AND TRAINING

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

example, the Cataloging Distribution Service is heavily engaged in state-of-the-art technology in its development of new products and new media. If sufficient training and tuition funds are not available, the Library could very easily lose a share of the market that purchases bibliographic products and services, and the revenue credited to Library appropriations would decrease.

- Staff Development: Increased opportunities for staff to broaden professional horizons has a positive impact on morale and productivity.

- Total Quality Management: Providing the best quality service requires constant vigilance and training in quality engineering, quality control, and quality assurance techniques. This includes customer service training for individuals who have direct contact with our constituents.

The MAP Committee report cited a private industry survey (organizations with 50 or more employees) which indicated that the average training cost per employee was $825. The Library's current base for employee training is approximately $118 per person (this does not include salaries for internal trainers), which is well below most agencies as shown in a September 1989 Employee Training in the Federal Service Report (CMO-1) published by the Office of Personnel Management (OPM). Since education and training are critical not only to individual opportunity, but to the productivity and competitive advantage of the Library, we request an increase in our budget base for tuition and training to $552 per employee. The rate of $552 per employee was based upon the current external training costs per employee experienced by the General Accounting Office. While this is on the high end of the agencies surveyed in the aforementioned OPM study, we feel this is appropriate given the pent-up demand for training that currently exists and the more costly technical type training that our employees require.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2 STAFF RECOGNITION AND DEVELOPMENT
Performance Awards

Additional Information

	Number of Positions	Amount Requested
Salaries and Expenses, Library of Congress:		
Collections Services:		
Preparation of Books	1,324	277,725
Preservation of Library Materials	119	24,990
Public Services/Collections Mgmt I	267	56,175
Total	1,710	358,890
Constituent Services:		
Constituent Services	448	93,870
Cataloging Distribution Service	150	31,500
Total	598	125,370
Law Library	102	21,420
Cultural Affairs		
Basic	56	11,760
Management Services:		
Library Management Services	549	115,330
Information Technology	208	43,680
Total	757	159,010
Office of The Librarian	30	6,300
Special Projects	25	5,250
Subtotal, Salaries & Expenses, LC	3,278	688,000
American Folklife Center	16	1,900
TOTAL, Salaries & Expenses, LC	3,294	689,900
Copyright Office:		
Basic	534	112,200
Licensing	30	6,300
TOTAL, Copyright Office	564	118,500
Congressional Research Service	864	181,400
Books for the Blind and Physically Handicapped	119	25,000
GRAND TOTAL	4,841	1,014,800

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2 STAFF RECOGNITION AND DEVELOPMENT
Tuition and Training

		Additional Information			
	1990 Base	12% Inflation	Subtotal	$552 maximum x number of budgeted positions	Increase
Salaries & Expenses, LC:					
Collections Services:					
Preparation of Books	56,155	6,700	62,855	731,700	668,845
Preservation	2,200	300	2,500	65,700	63,200
Public Services/Coll Mgmt I	17,490	2,100	19,590	141,600	122,010
Total, Collections	75,845	9,100	84,945	939,000	854,055
Constituent Services:					
Constituent Services	24,310	2,900	27,210	251,100	223,890
Cataloging Distribution Serv	38,900	4,700	43,600	82,800	39,200
Total, Constituent	63,210	7,600	70,810	333,900	263,090
Law Library	1,050	125	1,175	56,300	55,125
Cultural Affairs:					
Basic	6,100	700	6,800	28,700	21,900
Management Services:					
Library Management Services	34,600	4,125	38,725	303,100	270,545
Information Technology	97,200	11,600	108,800	114,800	6,000
Total, Management	131,800	15,725	147,525	417,900	276,545
Office of The Librarian	2,640	300	2,940	18,200	15,260
Special Projects	2,600	320	2,920	14,400	11,480
Subtotal, S&E, LC	283,245	33,870	317,115	1,808,400	1,497,455
Add: American Folklife Center	800	100	900	8,800	2,900
Affirmative Action	156,343	18,800	175,143	0	0
Total, S&E, LC	440,388	52,770	493,158	1,817,200	1,500,355
Copyright Office:					
BASIC	25,900	2,900	28,800	294,800	266,000
Licensing	5,700	700	6,400	16,600	10,200
Total, S&E, Copyright Office	31,600	3,600	35,200	311,400	276,200
Congressional Research Service	86,300	10,400	96,700	477,000	380,300
Books for the Blind and Physically Handicapped	14,000	1,700	15,700	65,700	50,000
GRAND TOTAL	572,288	68,470	640,758	2,671,300	2,206,855

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. **COLLECTIONS SERVICES**

Summary

	FY 1990 Enacted		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
A. Purchase of Books						
(1) Books for the Collections (GENPAC)		$ 5,903,600		$ 6,056,600		+$ 153,000
(2) Books for the Law Library		861,400		966,400		+ 105,000
Total, Purchase of Books		$ 6,765,000		$ 7,023,000		+$ 258,000
B. Preparation of Books						
(1) Positions	1324	$45,833,576	1346	$48,575,463	+22	+$2,741,887
(2) Non-personal services		4,352,332		5,287,932		+ 935,600
Total, Preparation of Books	1324	$50,185,908	1346	$53,863,395	+22	+$3,677,487
	(179)		(194)		(+15)	
C. Preservation of Library Materials						
(1) Positions	119	$ 3,451,224	123	$ 3,578,023	+4	+$ 126,799
(2) Non-personal services		4,157,622		5,068,022		+ 910,400
Total, Preservation of Library Material	119	$ 7,608,846	123	$ 8,646,045	+4	+$1,037,199
	(4)		(4)			
D. Public Service/Collections Management I						
(1) Positions	268	$10,352,735	393	$14,062,206	+125	+$3,709,471
(2) Non-personal services		977,497		1,044,497		+ 67,000
Total, Public Service/Collect Mgmt I	268	$11,330,232	393	$15,106,703	+125	+$3,776,471
	(7)		(7)			
Total, Collections Services	1711	$75,889,986	1862	$84,639,143	+151	+$8,749,157
	(190)		(205)		(+15)	

Price level	+ $ 618,700
Growing workload .. +151 (+15)	+ 8,130,457
Total	+ $8,749,157

3. **COLLECTIONS SERVICES**
A. Purchase of Books

Summary

	FY 1990 Enacted		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Books for the Collections (GENPAC)		$ 5,903,600		$ 6,056,600		+$ 153,000
(2) Books for the Law Library		861,400		966,400		+ 105,000
Total, Purchase of Books		$ 6,765,000		$ 7,023,000		+$ 258,000

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Price level	+ $ 100,000
Growing workload	+ 158,000
Total	+ $ 258,000

3. COLLECTIONS SERVICES
A. Purchase of Books

General Statement

The Purchase of Books program provides for materials in the Library's general collections and in the Law Library and is administered by the Office of the Associate Librarian for Collections Services in conjunction with the Collections Policy Office and the Law Library. Materials purchased by the Library include essential commercial publications and others which are not available either through copyright deposit, transfer from other Federal agencies, gift, domestic and international exchange, or by provisions of State and Federal law. The majority of materials purchased with these funds are published in foreign countries. The Library maintains overseas offices and arrangements with book dealers, agents, and publishers to assure efficient and prompt acquisition of current foreign publications of research value on a world-wide basis. These include materials from African, Middle Eastern, Asian, and Latin American countries where difficult problems exist in the identification, selection, and acquisition of library materials. During Fiscal 1989 the Library's reduced acquisitions staff continued to concentrate on acquiring publications through exchange, gift, transfer and other non-purchase sources, to refine acquisitions policy statements and specifications of order to continue to be selective, and to screen recommendations for purchase so that only essential materials were purchased.

Appropriated book funds for the General Program for Acquisitions and Cataloging (GENPAC) increased by $916,000 in FY 1989 enabling us to purchase 6,226 more books and 1,641 more serials. The cost of GENPAC books decreased 4.08 percent from an average of $18.87 in 1988 to $18.10 in 1989, while GENPAC serials increased 8.42 percent from $3.92 to $4.25, for an overall increase of less than one-tenth of one percent in 1989.

The Library is requesting an increase for GENPAC, however, in order to support improved policy analysis and information on Japan, to enhance the acquisition of political, economic, and other forms of materials pertinent to changes taking place in the Soviet Union, and to increase our collection of materials in new formats, such as CD-ROM. These efforts will require an increase of $123,000 in 1991.

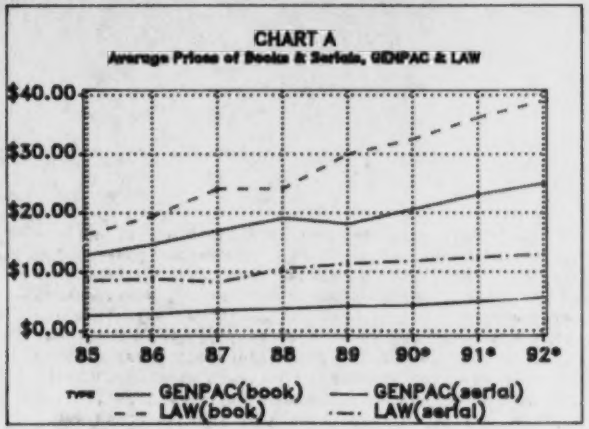
Trends in the acquisition of legal materials continue to be somewhat disturbing. For the past several years price increases for legal books and serials have exceeded inflation rates for other categories of materials. In FY 1989, the average price of law books has increased by 34 percent (from $24.01 to $32.15) and law serials have increased in price by 7.21 percent (from $10.68 to $11.45). This imbalance has led to relative declines in the acquisition of legal monographs, continuing a development that began in FY 1986. These increased costs have resulted in the continued erosion in the quality of the Library's law collections, which in turn has lead to a reduced ability to meet the needs of Congress, other government agencies and the general public. We therefore request an increase of $100,000 in Fiscal 1991 for LAW materials.

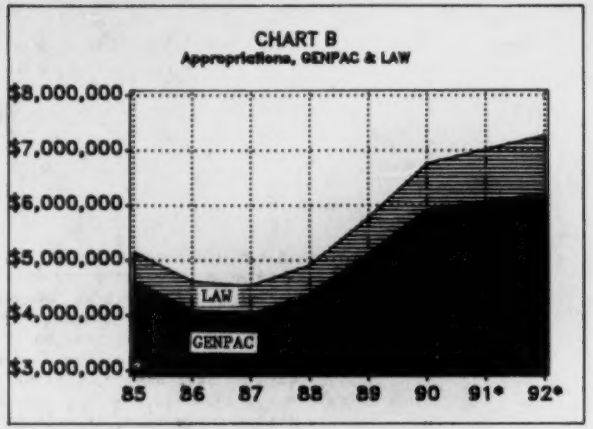
3. **COLLECTIONS SERVICES**
   A. Purchase of Books

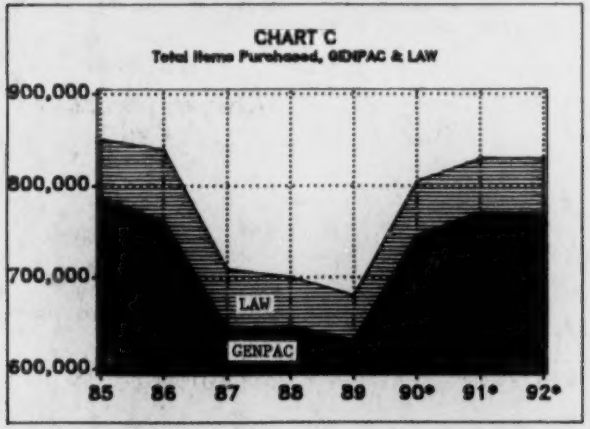
General Statement

In light of the foregoing and the Library's continuing commitment to improve its acquisition of current and retrospective general and legal materials, we reaffirm the goals expressed in the FY 1990 budget request. These goals are to sustain purchasing power by keeping pace with the increasing cost of library materials and to enhance acquisition of research materials through new overseas offices in Central America and West Africa.

To meet these goals, the Purchase of Books Program will require $7,023,000 in FY 1991. Therefore, the Library is requesting an increase of $258,000.







COLLECTIONS SERVICES

PURCHASE OF BOOKS

KEY STATISTICS

FY85 – FY92

* (FY90-FY92 estimated)

3. **COLLECTIONS SERVICES**
A. Purchase of Books

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
Non-personal services		$6,765,000		$7,023,000		+ $258,000
Price level						+ $100,000

The Library requests an increase totaling $100,000 to sustain its purchasing power for books for the Law Library. This amount is needed to keep pace with the percent inflationary increase in the cost of Law books and serials witnessed in FY 1989. Law books have increased in price by 34 percent in Fiscal 1989, while law serials, which account for a disproportionate 75 percent of the entire appropriation for Books Law, have increased by 7.21 percent. The blanket order guidelines have been tightened over the past several years to ensure that only essential primary legal documentation is purchased. Subscription to new law serials has virtually stopped, resulting in a critical erosion of the Library's holdings of current research in law and law-related matters. The requested increase in the law appropriation is required to restore the balance between expenditures for law books and serials. Significant improvement in the acquisition of legal materials is predicted with funds requested in FY 1990. For FY 1991 we are requesting funds to keep pace with price level increases. The increase requested for Fiscal 1991 would allow the Library to stop the erosion in the quality of the Law collections.

3. COLLECTIONS SERVICES
A. Purchase of Books

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
Non-personal services (Continued)						
Growing workload						+$158,000
a. Books and library materials (GENPAC)		+$123,000				

The Library is requesting an increase of $123,000 in GENPAC for growing workloads in several areas. The Japan Task Force (which is described under section 3D of this request) is currently studying ways to enhance the study of Japanese society and economy. The book budget must be prepared to respond to the requirements for research materials from Japan. Another mission-related increase is the provision for the collections and for researchers of information in formats such as CD-ROM as well as access to online databases. The Library also needs to respond to the historic changes taking place in the USSR. A bibliographic services contract in Moscow will enhance our acquisition of political and literary publishing unobtainable by other means.

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3. **COLLECTIONS SERVICES**
A. Purchase of Books

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

Non-personal services - Growing workload (Continued)

b. New field office acquisitions .... + $ 35,000

$35,000 is needed to defray the cost of additional publications of research value that will be possible to acquire through the new field offices that have been requested for West Africa and Central America. These offices will purchase library materials from several neighboring countries. The cost of acquiring current books, serials, microforms etc. in these areas for the first year of operation will be divided into materials for the general collections (GENPAC) and law materials as follows:

General collections (GENPAC)	+$30,000
Law materials	+ 5,000
	+$35,000

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3. COLLECTIONS SERVICES
A. Purchase of Books

Additional Information

	1990	1991	Increases: Price Level	Increases: Growing Workload	Increases: Total
3100 Books and Library Materials.....	$6,765,000	$7,023,000	$100,000	$158,000	$258,000

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The Savings to the Nation's Libraries
from the Distribution of Cataloging Records
by the Library of Congress in Machine-readable Form

1. **The Cataloging of Books**

Number of academic and public libraries	13,741
1991 book purchases nationwide in dollars	$909,967,138
(average cost per book = $43.72)	
1991 number of books purchased nationwide	20,813,521
Number cataloged using LC records (82%)	17,067,087
(average savings per title cataloged = $15.04)	
Total savings nationwide for books cataloged	**$256,688,988**

2. **The Cataloging of Serials**

Number of academic libraries	1,647
Average number of titles cataloged per year per academic library	1,000
Total new titles in academic libraries	4,647,000
Number of public libraries	9,094
Average number of new titles cataloged per year per public library	20
Total new titles in public libraries	181,880
Estimated total new titles cataloged	4,828,880
Estimated number of records derived from LC cataloging (estimate of 50%)	2,414,440
(average savings per title cataloged = $37.64)	
Total savings nationwide for serials cataloged	**$ 90,879,522**

3. **The Cataloging of Maps, Music, Sound Recordings and Visual Materials**

Annual number of times these records were used for cataloging on the OCLC database	147,172
(average savings per title cataloged = $28.92)	
Total savings nationwide for maps, music, sound recordings, and visual materials	**$ 4,256,214**

TOTAL savings nationwide for cataloging books, serials, maps, music, sound recordings, and visual materials .. **$351,824,724**

(Estimates based on prior year data for academic and public libraries from the Bowker Annual, an LC study Alternative Methods for Transmitting Machine-readable Bibliographic Data: a Feasibility Study and statistics supplied by OCLC, Inc.)

3. **COLLECTIONS SERVICES**
B. Preparation of Books

Summary

	FY 1990 Enacted No.	FY 1990 Enacted Amount	FY 1991 No.	FY 1991 Amount	Increase No.	Increase Amount
(1) Positions:						
Permanent positions	1324	$44,188,898	1346	$46,574,285	+22	+$ 694,400
Unfinanced positions		----		----		+ 1,690,987
Indefinite positions (U.S. Subject Headings	(4)	152,237	(4)	152,237		----
Indefinite positions (foreign)	(175)	1,492,441	(190)	1,848,941	(+15)	+ 356,500
	1324	$45,833,576	1346	$48,575,463	+22	+$2,741,887
	(179)		(194)		(+15)	
(2) Non-personal services:						
Price level		$ 4,352,332		$ 4,732,032		+$ 379,700
Growing workload		----		555,900		+ 555,900
		$ 4,352,332		$ 5,287,932		+$ 935,600
Total, Preparation of Books	1324	$50,185,908	1346	$53,863,395	+22	+$3,677,487
	(179)		(194)		(+15)	

Price level		+ $ 379,700
Growing workload	+22 (+15)	+ 3,297,787
Total		+ $3,677,487

3. **COLLECTIONS SERVICES**
B. Preparation of Books

General Statement

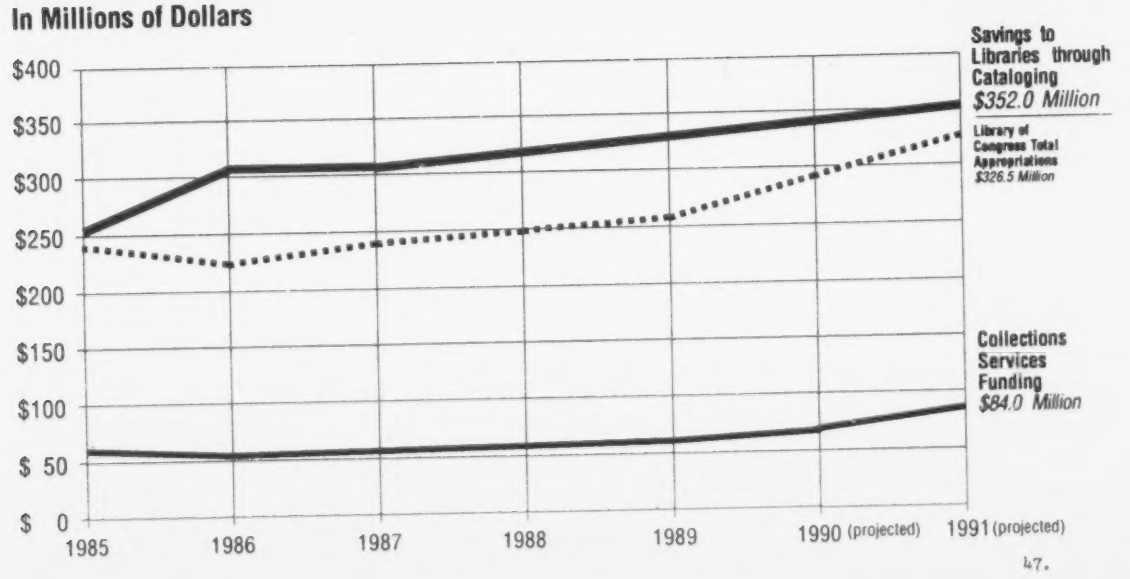
The Preparation of Books activity, administered by the Office of the Associate Librarian for Collections Services, includes coordination of the development of collections policy for the Library of Congress, the acquisition of materials from all over the world and the creation of the bibliographic records which not only assure access to the Library's vast collections, but also provide basic bibliographic information in standard formats for libraries throughout the United States and the world. This activity also includes the Cataloging In Publication program designed to increase the timeliness of bibliographic data. Publishers provide pre-publication information to the Library so that books can be cataloged before they are published.

Collections Services can claim a number of notable accomplishments in fiscal 1989. Staff of the department cataloged 213,883 items for the Library's own collections. Other libraries benefit from the extensive knowledge, linguistic skills, and subject expertise of the Library's catalogers by purchasing the catalog cards, magnetic tapes, CD-ROMs, and book and microfiche catalogs from the Cataloging Distribution Service. Collections Services staff also processed 1,453,561 periodicals, journals and other serials for use by the Library's clientele; acquired $5 million worth of high research value material for the Library's collections through exchange, gift, transfer and other non-purchase means; and acquired 786,000 pieces through the overseas field offices for the use of the 50 participating libraries throughout the United States.

Management objectives for fiscal 1991 are intended to: (1) reduce the growth of the book arrearages; (2) meet domestic and foreign inflationary increases in both personal and non-personal expenses; 3) cover costs transferred to the Library from the State department for overseas administrative services (FAAS); (4) fund 5 positions to input bibliographic data to the new library-wide acquisitions system (ACQUIRE); and (5) establish and staff field offices in West Africa and Central America.

Achievement of these objectives will require a total of $53,863,395 in fiscal 1991 representing an increase of $3,677,487 over fiscal 1990.

Library of Congress
Estimated Dollar Savings to the Nation's Libraries
as a result of Library of Congress Cataloging



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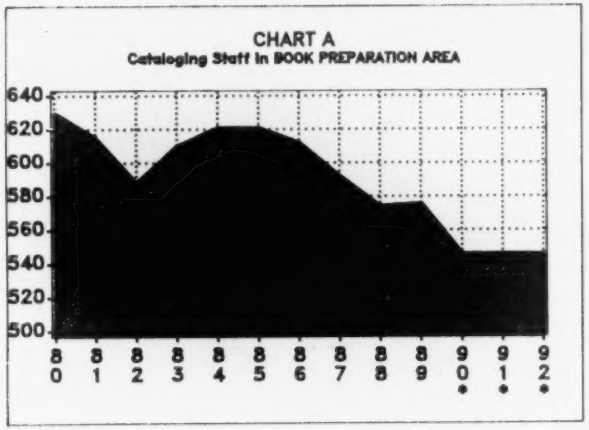

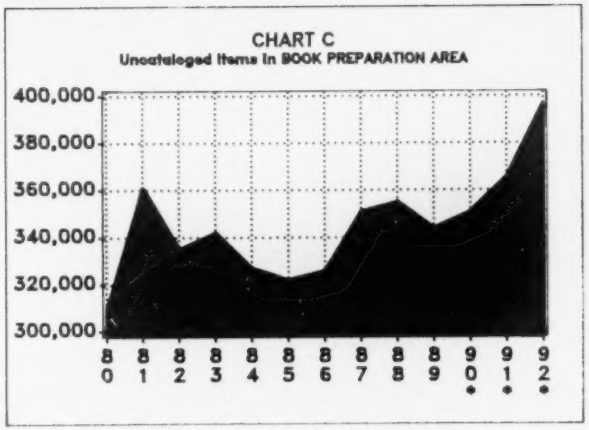

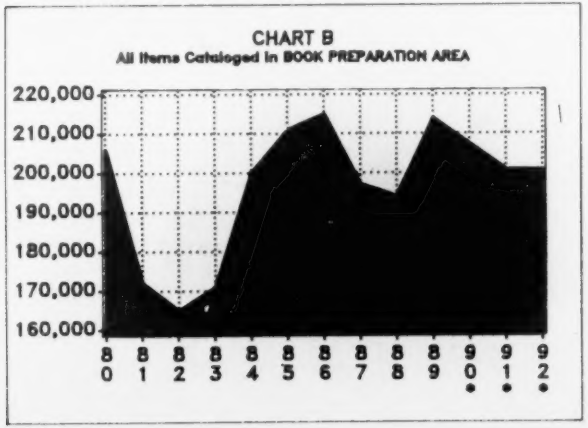

COLLECTIONS SERVICES

BOOK PREPARATION

KEY STATISTICS

FY85 – FY92

* (FY90-FY92 estimated)
Assuming no additional
staff in FY91

3. **COLLECTIONS SERVICES**
B. Preparation of Books
(1) BASIC

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
Growing Workload						
(a) Reducing the Growth of Cataloging Arrearages					+16	+$1,849,363

The book and serials arrearages are a matter of great concern within the Library and in the library community. Material is most valuable within the first few years after publication. Therefore, if new receipts are placed in arrearage rather than being cataloged and made available to users promptly, a great disservice is done to researchers using the collections of the Library. Furthermore, since the American library community depends so heavily on Library of Congress cataloging, it is important that we process our receipts on a timely basis so that we can distribute the resulting bibliographic information that other libraries need to make materials accessible to their constituents.

The problem of reducing the growth of the arrearages is being approached in several ways. One approach is through cooperation with other large research libraries. The National Coordinated Cataloging Project (NCCP) is a major Library initiative in the realm of cooperative cataloging. NCCP participants are able to input full bibliographic records online into LC's data base for use by LC and for redistribution to other users of our cataloging data. A significant portion of this information (43%) is used in cataloging the Library's own collections, thus helping to slow down the growth of the arrearages. Expansion of this activity was called for in House Report 101-179 on the FY 1990 appropriations bill. NCCP is coordinated by the National Coordinated Cataloging Operations unit (NACO). At present NACO has two GS-12 senior descriptive catalogers. In order to expand NCCP to a greater number of participants, two additional GS-12 Senior Descriptive Catalogers are needed to carry out the necessary training of new participants, to coordinate and monitor the ongoing work of participants, and to assist in problem-resolution. This new staff will allow the Library to add 8 more cooperating libraries who will contribute an estimated additional 8000 titles annually for an estimated saving of $140,000 (or an approximate net saving of $52,000).

3. **COLLECTIONS SERVICES**
B. Preparation of Books
(1) BASIC

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

Growing Workload (Continued)

The benefits of cooperative efforts will not be sufficient to stop the growth of arrearages of books and serials. Some materials are held only in the Library of Congress and can only be handled by LC staff. 9 new cataloger positions, and 5 new serials technician positions, plus funding for an additional 28 cataloger and 23 technician positions which currently are unfinanced, will be needed initially to handle current material. Without additional resources, cataloging arrearages for books and serials are projected to grow at a rate of 9,000 titles per year. (Note: in compliance with House Report 101-79, a report on the total arrearage situation was submitted to the House on December 1, 1989.)

	Salaries	Benefits	Total
2 GS-12 Senior Catalogers	$ 71,650	$ 19,632	$ 91,282
3 GS-9 Serials Catalogers	74,115	20,307	94,422
6 GS-9 Descriptive Catalogers	148,230	40,615	188,845
5 GS-6 Serials Technicians	90,870	24,898	115,768
Funding for 28 unfinanced GS-9 catalogers	691,740	189,537	881,277
Funding for 23 unfinanced GS-5 Technicians	375,015	102,754	477,769
Total	$1,451,620	$397,743	$1,849,363
16 budgeted positions	$384,865	$105,452	$490,317
[51] unfinanced positions	$1,066,755	$292,291	$1,359,046

3. COLLECTIONS SERVICES
B. Preparation of Books
(1) BASIC

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
Growing Workload (Continued)						
(b) Increase to cover unfinanced acquisitions positions					[10]	+$256,500

A central mission of the Library of Congress is to select, acquire and process materials so that they can be made available to researchers and other users of the collections. Staff shortages in the acquisitions areas have cut back on our ability to acquire and process materials in a timely manner, and serious problems (e.g., failure to pay invoices promptly, purchase of duplicate materials, etc.) have been created. Furthermore, evolving programs will require staff support in the acquisitions area if they are to be implemented in a manner that will significantly enhance the library's collections. These programs include: a review of the Library's Asian collections to ensure adequate coverage of materials from that part of the world (especially Japan); strengthening our coverage of materials from the Soviet Union through the establishment of additional contacts in that country; and augmenting the Library's fledgling collections of machine-readable services. To support these activities funding for 7 additional Library Technicians (GS 6) and 3 additional Librarian positions (GS 9) are needed in fiscal year 1991.

	Salaries	Benefits	Total
[3] unfinanced GS-9 acquisitions librarians @$24,705	$ 74,115	$20,307	$ 94,422
[7] unfinanced GS-6 acquisitions technicians @$18,174	+$127,218	$34,860	$162,078
[10] unfinanced positions	+$201,333	$55,167	$256,500

3. COLLECTIONS SERVICES
B. Preparation of Books
(1) Basic

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
Growing Workload (Continued)						
(c) Create Bibliographic Records in Support of Acquisitions					+5	+$128,642

ACQUIRE system will provide control of acquisition activities with a single system capable of handling all forms of acquisitions (purchase, exchange, gift, and copyright enforcement), online access to acquisition status information throughout the Library, integration of acquisitions information with the Library's bibliographic systems, and replacement of an aging standalone system based on obsolete hardware and software. Through these capabilities, ACQUIRE is expected to reduce duplicate acquisitions activity, increase the effectiveness of claiming activity, and communication status information in a more timely and efficient manner.

With implementation of ACQUIRE, bibliographic records representing exchange and gift receipts will be created via the on-line system for use by other units and individuals throughout the Library. Less than half of these titles can be processed with current staffing levels. Five additional positions at the GS-7 level are needed initially to help provide more comprehensive coverage of monograph receipts in a timely fashion.

5 GS-7 Library Technician @ $20,195	$100,975
Personnel Benefits	27,667
Total	$128,642

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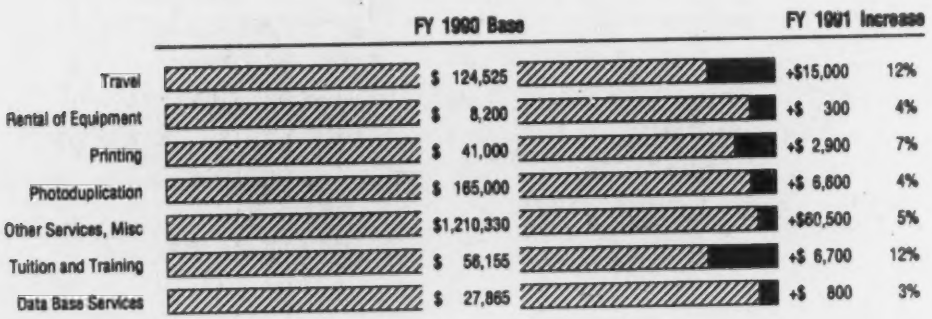
LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. COLLECTIONS SERVICES
B. Preparation of Books
(1) Basic

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
Non-personal services		$2,537,837		$2,964,037		+ $426,200
Price level (U.S.)						+ $ 92,800



3. COLLECTIONS SERVICES
B. Preparation of Books
(1) Basic

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
Non-personal services (Continued)						
Growing Workload						+ $333,400

Increase contract support for data input:

Other services, Miscellaneous .. + $333,400

The Library is requesting $333,400 to convert bibliographic data into machine-readable form. This increase is required in 1991 to offset the 1990 base transfer of the same amount of funds from Non-Personals to Personals, which was initiated to enable Colections Services to fill much needed cataloging positions for work on reducing the growth of the arrearages. Without this increase, the entry of cataloging data into the database will be delayed, and its timely availability and utility to users will be significantly reduced.

3. **COLLECTIONS SERVICES**
   B. Preparation of Books
      (2) Overseas Offices

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
Price level						+ $286,900
(a) Inflationary Increases in the Overseas Offices						+ $ 136,900

The Library will require a total of $136,900 to offset inflationary increases in the cost of maintaining the Library's regional acquisitions/cataloging centers in Brazil, Kenya, Egypt, Pakistan, India and Indonesia. The increases will affect personal and non-personal costs of the offices. On the basis of local rates of inflation reported by the American embassies abroad, the Library anticipates the following price level increases by office:

Price-level Increases

Office	% Increase	Non-Personal
Brazil	5.1	$ 4,800
Kenya	8.1	22,900
Egypt	9.2	24,700
Pakistan.....	9.8	17,100
India.....	9.1	50,700
Indonesia....	8.9	16,700
		$136,900

3. COLLECTIONS SERVICES
B. Preparation of Books
(2) Overseas Offices

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
Price level (Continued)						
(b) Overseas Office Rent Increases						+ $ 80,000

Rent ..... +$80,000

The FY 90 budget included $90,000 to renew the lease for the present New Delhi office. As the embassy estimates a 33% increase per year in office rents, the Library is requesting $30,000 for this projected increase.

Because of its poor condition, the present consulate building in Rio will be sold. All government agencies will move out of the present building into a rented building. All agencies in the new building will have to pay their share of the total rent. $50,000 is the field director's estimate based on cost per square foot figures provided by the State Department. In order to secure the most economical space, during FY 90 the field office will investigate other sites in Rio.

New Delhi rent.....	$ 30,000
Rio de Janeiro rent.....	50,000
	$ 80,000

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3. COLLECTIONS SERVICES
B. Preparation of Books
(2) Overseas Offices

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
Price Level (Continued)						
(c) Increases in FAAS Charges						+ $ 70,000

As a result of Congress-mandated changes in the Foreign Affairs Administrative Services (FAAS) program, beginning in FY 90 the State Department will pass on all agency-related costs to each agency. State's Office of Reimbursements estimated the additional cost to the Library in FY90 would be $70,000. This information came too late to be included in the FY 90 request. Hence, it is now added for FY 91 to cover the costs of these necessary administrative services.

Services of Other Agencies ..... +$ 70,000

3. **COLLECTIONS SERVICES**
B. Preparation of Books
(2) Overseas Offices

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
Growing Workload						+ $729,882
(a) West Africa Field Office						+ $239,441

With the partial exception of Nigeria, West Africa is devoid of commercial and governmental distributors of publications. Although publishing varies, both in quality and quantity, from country to country, this percentage accurately reflects a fundamental weakness in acquisitions from West Africa. Area specialists agree that a West Africa office is needed to achieve acquisitions comparable to those from East African nations which are covered by the Nairobi office.

This office would serve the research needs of the Library of Congress and American university and research libraries in the following three ways:

1) The West African office would supply to American libraries newspapers and periodicals which are reliably purchasable in multiple copies. Presently, American research and university libraries attempt to acquire these serials directly from the local publishers. A field office would provide a core set of newspapers and periodicals in hard copy, saving American libraries labor, money and frustration.

2) The office will acquire for the Library of Congress and start a systematic preservation program for the many serials not purchasable in multiple copies. Publications will be sent to New Delhi or Jakarta which have well-established microfilm/fiche operations. These two operations produce master negatives which are forwarded to the LC Photoduplication Service. American libraries can purchase positive copies from Photoduplication. After several years, when the West Africa office acquisitions and cataloging operations are functioning smoothly, the Library will consider establishing a major preservation microform program in the office.

3. COLLECTIONS SERVICES
B. Preparation of Books
(2) Overseas Offices

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

Growing Workload (Continued)

(a) West Africa Field Office (Continued)

3) The field office will also assist American university and research libraries with monographs. A small percentage are available in multiple copies. The field office will use the services of reliable dealers where they exist. Otherwise the office will purchase directly from the publishers. As with other cooperative acquisitions programs, the field office will distribute these to American libraries. For monographs not available in multiple copies the field office will commit to film using the approach described in point 2 above.

The request includes funding for a field director for one year and FSN staff for six months. The field director is needed for a full year in order to establish the office, including making arrangements with the embassy, identifying and securing space, writing contracts, hiring FSN staff, and training the staff to perform acquisitions according to LC policy.

1	GS-15 Field Director	$ 75,441
(15)	Foreign Staff	81,500 (6 months)
	Non-personal costs	82,500
	TOTAL	$239,441

3. **COLLECTIONS SERVICES**
   B. Preparation of Books
      (2) Overseas Offices

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
Growing Workload (Continued)						
(b) Annualize the Central America Field Office						+ $490,441

This request is based on the plan of action to be submitted to the Appropriations Committee in accordance with Conference Report 101-254 on the FY 1990 Legislative Branch appropriations bill. The Library is requesting full funding in 1991 in order to achieve the following major goals for the Central American Office:

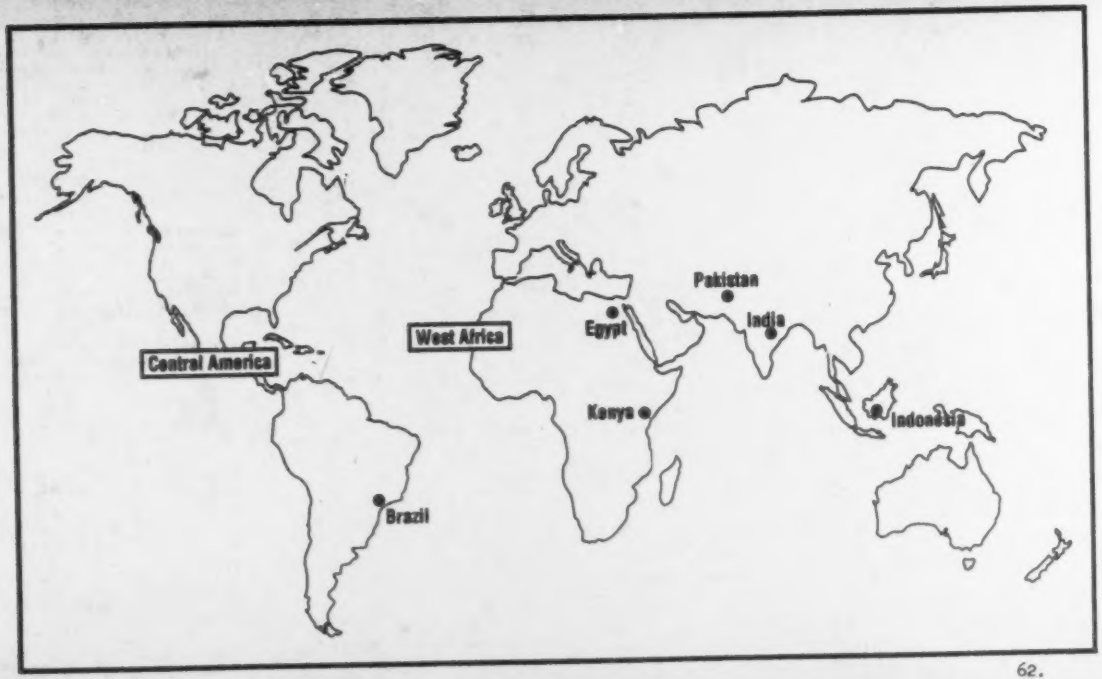
1. Improve the comprehensiveness of the Library's collections of Mexican, Central American, and Caribbean publications.

2. Collaborate in the Library-wide effort to reduce the backlog of uncataloged materials.

3. Gather and distribute accurate bibliographic data.

1 GS-15 Field Director.	$ 75,441
(15) Foreign Staff.....	275,000
Non-personal costs.....	140,000
Total.....	$490,441

Library of Congress
Overseas Acquisitons and Cataloging Field Offices
Existing (6) and Funding Requested for (2) Field Offices 1986-1991



62.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. COLLECTIONS SERVICES
B. Preparation of Books

Additional Information

	FY1990 Budget	FY1991 Estimate	1991 Increase: Price Level	1991 Increase: Growing Workload	1991 Increase: TOTAL
2100 Travel*	139,305	200,805	11,500	50,000	61,500
2101 Regular Travel	63,410	71,010	7,600		7,600
2102 Attendance at Meetings	23,115	25,915	2,800		2,800
2103 Local Travel	475	475			0
2106 Acquisitions Travel	34,000	38,100	4,100		4,100
2108 Travel - User Group	4,000	4,500	500		500
2200 Transportation of Things*	98,335	107,335	9,000	0	9,000
2201 Transportation of Things	62,633	62,633			0
2202 Transportation of Household Eff	5,600	5,600			0
2300 Rent, Communications, Utilities*	466,320	665,920	99,600	100,000	199,600
2301 Postage	269,030	269,030			0
2302 Postage - Military Postal Service	121,200	121,200			0
2310 Local Telephone	38,600	38,600			0
2320 Long Distance Telephone	67,630	67,630			0
2321 Long Dist Tel - Data Commun	150,000	150,000			0
2327 Teletype, etc.	7,750	7,750			0
2330 Rental of Equipment	8,200	8,500	300		300
2360 Rental, Miscellaneous	425	425			0
2400 Printing and Reproduction*	75,600	82,600	7,000	0	7,000
2410 Printing, Forms	41,000	43,900	2,900		2,900
2420 Printing, Publications	45,000	45,000			0
2430 Photoduplication	165,000	171,600	6,600		6,600
2500 Other Services*	901,050	1,121,450	147,900	72,500	220,400
2501 Other Services, Misc	1,210,330	1,604,230	60,500	333,400	393,900
2520 Tuition and Training	56,155	62,855	6,700		6,700
2535 Training Contracts	60,000	60,000			0
2542 Storage of Household Effects	6,700	6,700			0
2550 Professional & Consultant Service	20,000	20,000			0
2560 Maintenance & Repair to Equipment	1,219	1,219			0
2580 Data Base Services	27,865	28,665	800		800
2581 Automation Study	22,500	22,500			0
2600 Supplies and Materials*	133,885	145,785	11,900	0	11,900
2610 Computer Software	20,000	20,000			0
2611 Automation Supplies	1,000	1,000			0
2650 Pamphlets and Documents	5,000	5,000			0
Total, Non-personal Services	4,352,332	5,287,932	379,700	555,900	935,600

*Overseas Offices

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. COLLECTIONS SERVICES
C. Preservation of Library Materials

Summary

	FY 1990 Enacted		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions	119	$ 3,376,993	123	$ 3,470,785	+4	+$ 93,792
Indefinite Positions	(4)	74,231	(4)	107,238	+	33,007
	119	$ 3,451,224	123	$ 3,578,023	+4	+$ 126,799
(2) Non-personal Services:						
Price level		$ 4,157,622		$ 4,286,622		+$ 129,000
Growing workload		----		781,400		+ 781,400
		$ 4,157,622		$ 5,068,022		+$ 910,400
Total, Preservation of Library Material	119 (4)	$ 7,608,846	123 (4)	$ 8,646,045	+4	+$1,037,199

Price level		+ $ 129,000
Growing workload	+4	+ 908,199
Total		+ $1,037,199

3. **COLLECTIONS SERVICES**
C. Preservation of Library Materials

General Statement

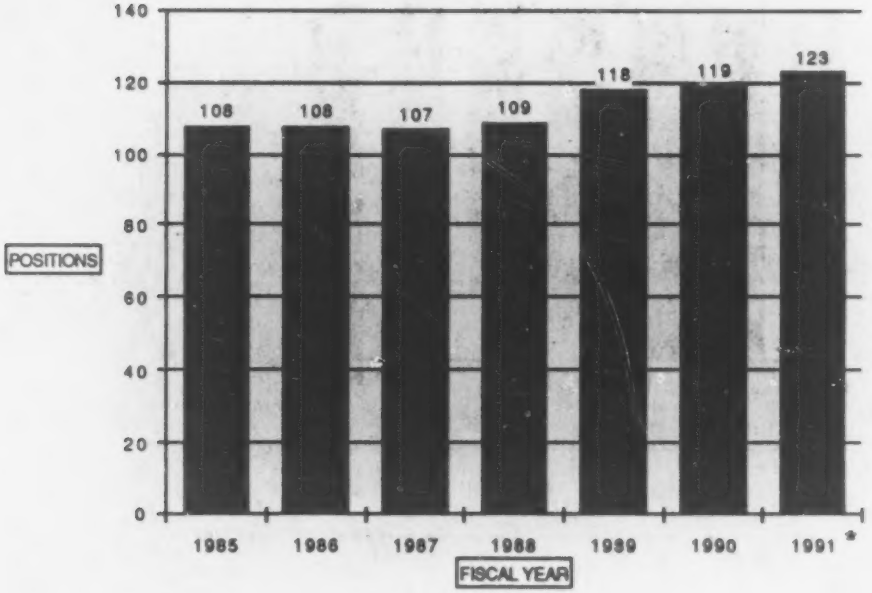
A primary mission of the Library of Congress is to protect and preserve its vast and irreplaceable collections for the benefit of Congress, the American public, and national and international scholarship. With an active program of preservation, access to the collections will be insured. The Preservation Directorate which is under the general direction of the Associate Librarian for Collections Services, strives to articulate and implement a program that meets the needs of the collections. The Preservation Directorate binds materials, provides expert conservation treatment for the Library's rare collections and national treasures, and protects from loss important information recorded on deteriorating media--including paper, photographs, motion picture film, and sound recordings.

In addition to traditional maintenance and preservation activities designed to reduce damage and deterioration and keep materials available for use, new preservation strategies are constantly being explored. The Library's Preservation Research and Testing Office, in concert with other research laboratories and the private sector in this country and abroad, engages in research projects designed to improve present preservation techniques and explore new technologies (such as mass deacidification and image digitization) that can be applied to the preservation challenge. Through the outreach, training, and publishing activities of its National Preservation Program Office, the Library provides preservation information and assistance to libraries in the U.S. and throughout the world, and joined with the National Endowment for the Humanities, the National Archives, and other research libraries in the development of a nationwide preservation program to save our nation's documentary heritage.

In fiscal 1991, the Preservation Directorate's major new objectives are to 1) annualize positions and non-personals for the deteriorating photo negative project started in 1990, 2) keep pace with inflationary increases in the non-personals area, 3) increase the number of brittle books microfilmed for preservation purposes, 4) replace scientific equipment in the Research and Testing laboratory ($87,000), and 5) add four positions to the Book Repair Unit ($93,792).

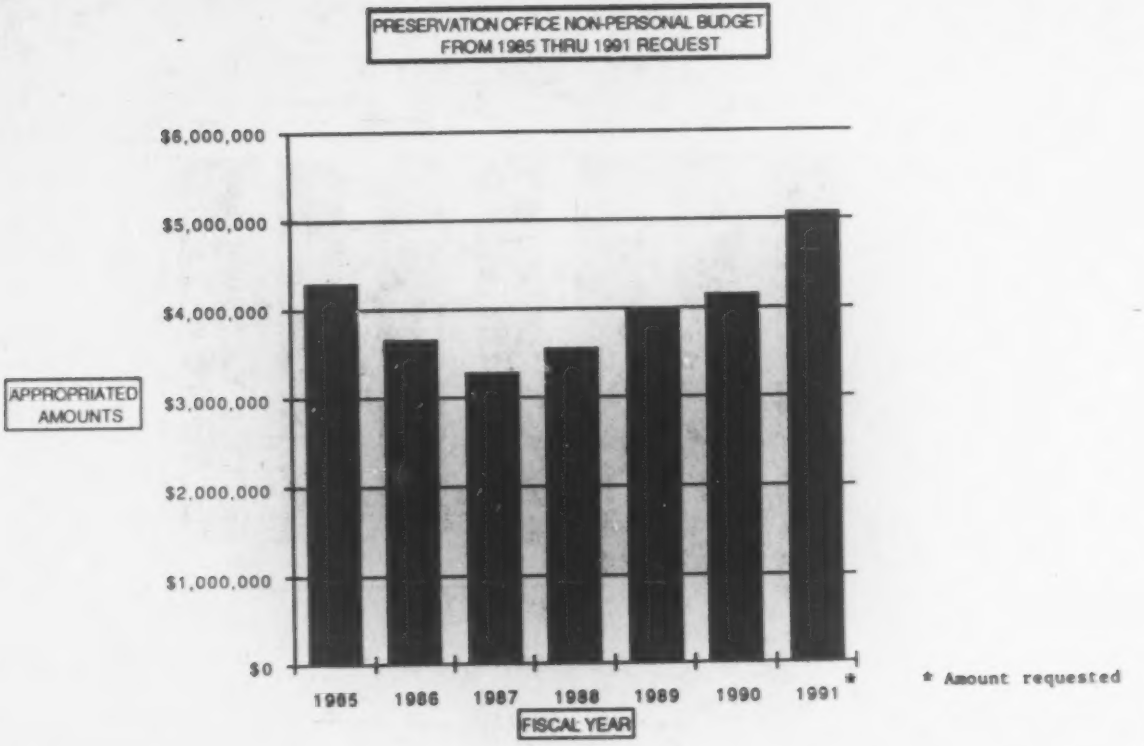
The Preservation Directorate requires a total of $8,646,045 to support its services in fiscal 1991. Additional resources required in fiscal 1991 to accomplish the five new objectives total $1,037,199.

NUMBER OF PRESERVATION POSITIONS
FROM 1985 THRU 1991 REQUEST



* Number requested

851


PRESERVATION OFFICE NON-PERSONAL BUDGET
FROM 1985 THRU 1991 REQUEST
APPROPRIATED AMOUNTS
$6,000,000
$5,000,000
$4,000,000
$3,000,000
$2,000,000
$1,000,000
$0
1985
1986
1987
1988
1989
1990
1991 *
FISCAL YEAR
* Amount requested

852

3. COLLECTIONS SERVICES
C. Preservation of Library Materials

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
Preservation	119	$7,608,846	123	$8,646,045	+4	+$1,037,199
Growing Workload						+$ 908,199

(a) To annualize the deteriorating photonegative project . +$358,007

Additional staff salaries, benefits, services, and film conversion are requested to annualize a two-phase, multi-year special preservation project for deteriorating photonegatives from an 8-month period (approved for FY90) to a 12-month period of FY91 through FY93.

Annualization of positions:

Salary	Benefits	Total
$25,908	$ 7,099	$33,007

Annualization of non-personals:

Other Services, Miscellaneous	+$ 60,000
MIDEMA Flat Film	+ 265,000
	+$325,000

3. COLLECTIONS SERVICES
C. Preservation of Library Materials

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
Growing Workload (Continued)						
(b) Increase Preservation microfilming of brittle books						+$333,400
MIDEMA Books						+$333,400

The Library is requesting $333,400 for microfilming costs required to accelerate the preservation microfilming effort (MIcrofilming of DEteriorating MAterials, or MIDEMA). Current funding will allow replacement of up to 15,000 volumes annually. A consensus has emerged among the nation's major research libraries to make a national commitment to meet the brittle books problem with cooperative microfilming efforts. The Library is therefore proposing to increase its current annual replacement of brittle volumes by coordinating these efforts with other research libraries, and purchasing high quality microfilms from commercial sources. The net result would be an increase of microfilming an additional 7,000 brittle volumes annually hence replacing brittle materials at a faster rate than our current rate which is far too slow.

3. **COLLECTIONS SERVICES**
C. Preservation of Library Materials

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

Growing Workload (Continued)

(c) Replace scientific equipment in the Research & Testing laboratory . +$ 87,000

Equipment ..... +$87,000

Two pieces of scientific equipment, 17 and 19 years old in 1991, have been malfunctioning and are almost unusable for consistent scientific research. These pieces of equipment need to be replaced because it is becoming costly in time and parts to keep them even marginally operational. The Library is requesting funds for an atomic absorption spectrometer and a tensile tester.

The atomic absorption spectrometer is employed in the research lab mainly to determine the metallic content of paper and water samples. The state of the art has advanced significantly since the present instrument was obtained. With the advent of solid state electronics several years ago, and the incorporation of sophisticated data acquisition systems in the past few years, electronic instruments have become more stable and sensitive, and depend less upon operator expertise. Extensive fine tuning is not required to get the best results. Many operational options can be pre-recorded as routine defaults. Thus, newer instruments are generally easier to operate and are more reliable. With the existing instrument the collected data are recorded manually and then plotted on graph paper. Calculations must then be completed to obtain the desired metallic content. Modern acquisition and processing systems eliminate the chance of operator error, and are more efficient. Another important reason for requesting this replacement is that the old instrument is not manufactured any longer, and the annual maintenance contract for this instrument has become exorbitant.

3. COLLECTIONS SERVICES
C. | Preservation of Library Materials

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

Growing Workload (Continued)

The tensile tester is a versatile instrument which is used in research experiments and in routine quality control. Thus far, this instrument is employed only in a limited manner to supplement fold endurance measurements, upon which the lab places great reliance, employing four fold endurance meters, which are busy almost constantly. However, this practice is about to be reversed, as the new National Information Standards Organization (NISO) standard for permanent paper will almost certainly do away with the fold endurance requirement, and place greater reliance on tensile energy measurements. Therefore, the lab expects to put much greater reliance on tensile energy measurements in the future. The lab is already initiating the process of making tensile strength measurements routinely, rather than on a selective basis. However, the old instrument presently in use is prone to breakdown. In the past six month there were two service calls. Essential parts of this instrument are based on vacuum tubes which are no longer manufactured. A gear system malfunction of this system could result in exorbitant repair costs, since parts would have to be especially machined for it. Even if replacement vacuum tubes can be obtained from some vendor, or gear mechanism parts can be custom-made, the costs would be substantial and downtime, during which the instrument would be inoperable, could well be several weeks, which would be intolerable. A new instrument with solid-state electronics would be dependable and should operate without any service problems for several years. The older equipment would be retained and used alongside until it becomes uneconomical to retain it.

3. COLLECTIONS SERVICES
C. Preservation of Library Materials

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
Growing Workload (Continued)						
(d) Increase the size of the Book Repair Unit of the Binding Office .	+4	+$109,792				

Three GS-5 Binding Repair Technicians and one GS-9 Supervisor are requested to significantly expand the output of the Binding Repair Unit. While the present staff of two technicians provides high quality service to standards set by the Library's Conservation Office, the volume of work produced is inadequate to meet the needs of the general and reference collections. The present unit processes 4,000 - 6,000 books per year; increasing the size of the unit as requested would enable the unit to process approximately 13,000 books per year.

Expansion of the Binding Repair Unit will enable the timely repair of reference materials and improve service of the collections as well as result in improved maintenance of the general collections. Without the appropriate level of attention, the physical well-being of the collections is jeopardized and irreplaceable materials are needlessly damaged. In addition, expansion of book repair capabilities is needed to prepare material for mass deacidification. Material must be repaired before deacidification to avoid further, serious damage in transit.

3. COLLECTIONS SERVICES
C. Preservation of Library Materials

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

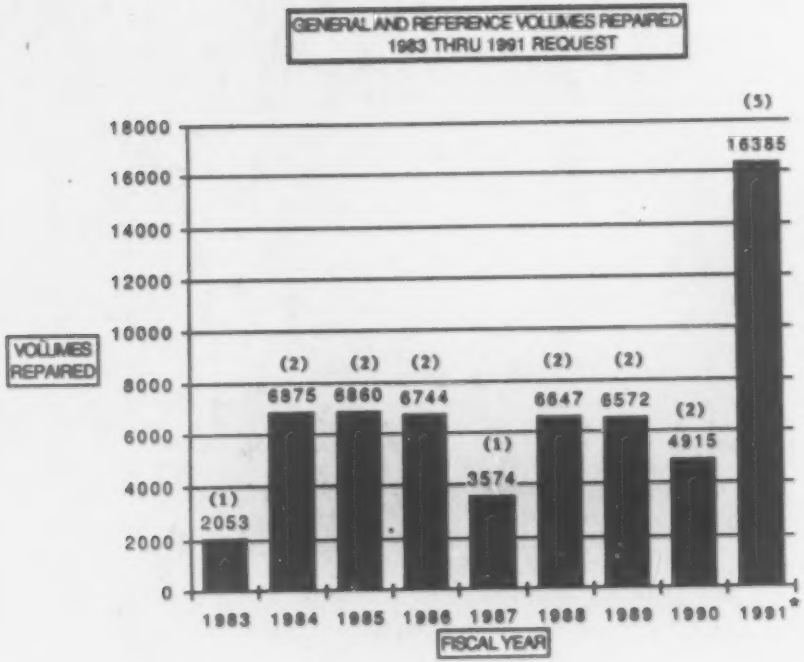
Growing Workload (Continued)

Increasing the capability for in-house book repair will also enable the Library to treat retrospective and historical materials in an appropriate manner. Many materials require only minor repair and do not need the complete rebinding provided under contract with commercial library binding companies. Secondly, for many historical conservationally-sound repairs will avoid the necessity for more extensive preservation action in the future and insure that materials are available in good condition when they are requested for use.

New positions requested:	Salary	Benefits	Total
1 GS-9 Head, Binding Repair Section @$24,705	$24,705	$ 6,769	$31,474
3 GS-5 Binding Repair Technicians @$16,305	48,915	13,403	62,318
4 Total.....	$73,620	$20,172	$93,792

Non-personals requested:	
Binding Supplies.....	+$16,000

858



( ) = Binding Repair Technicians

* Amount that will be produced by three additional positions requested

859

3. **COLLECTIONS SERVICES**
C. Preservation of Library Materials

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

Growing Workload (Continued)

(e) Processing the arrearage in the NAACP Archive ..... + $ 20,000

See justification for processing the arrearage in the NAACP Archive under Collections Services, Public Services and Collections Management I, for document cases and acid free folders.

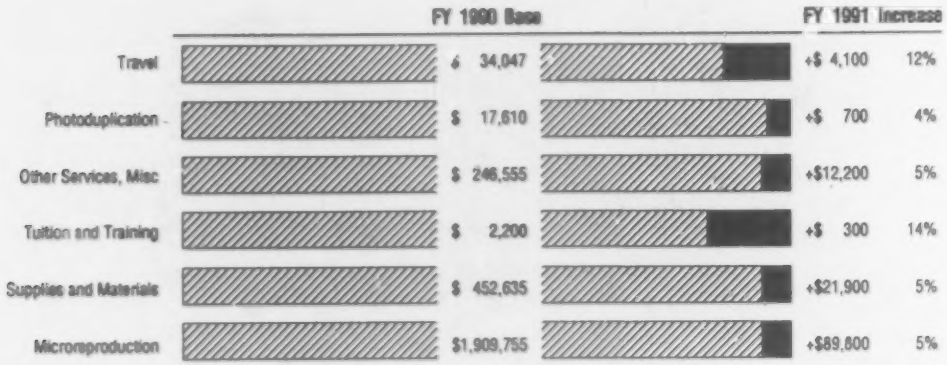
860

24-782 O—90—28

3. COLLECTIONS SERVICES
C. Preservation of Library Materials

Justification of Increases and Decreases

	FY 1990 No.	FY 1990 Amount	FY 1991 No.	FY 1991 Amount	Increase No.	Increase Amount
Non-personal services		$4,157,622		$5,068,022		+$ 910,400
Price level						+$ 129,000



LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. COLLECTIONS SERVICES
C. Preservation of Library Materials

Additional Information

	1990 Budget	1991 Estimate	1991 Increases: Price Level	1991 Increases: Growing Workload	1991 Increases: Total
2101 Regular Travel	31,847	35,647	3,800	0	3,800
2102 Attendance at Meetings	2,200	2,500	300	0	300
2201 Transportation of Things	16,550	16,550			
2401 Binding, GPO	1,000,000	1,000,000			
2402 Commercial Binding	53,570	53,570			
2430 Photoduplication	17,610	18,310	700	0	700
2501 Other Services, Misc.	546,555	618,755	12,200	60,000	72,200
2520 Tuition and Training	2,200	2,500	300	0	300
2620 Laboratory Supplies	269,115	282,515	13,400	0	13,400
2630 Binding Supplies	14,435	31,135	700	16,000	16,700
2631 Restoration Supplies	40,000	40,000			
2632 Preserv Microfilm Supplies	7,735	8,135	400	0	400
2640 Conservation Supplies	18,800	19,800	1,000	0	1,000
2641 Conserv Suppl - Restoration Lab	6,600	6,900	300	0	300
2642 Conserv Suppl - Prints & Photos	34,600	36,300	1,700	0	1,700
2643 Conserv Suppl - Manuscript	16,350	33,150	800	16,000	16,800
2644 Conserv Suppl - Geography & Map	38,700	40,700	2,000	0	2,000
2645 Conserv Suppl - Music	8,200	8,600	400	0	400
2646 Conserv Suppl - MoPic & Rec Snd	13,700	18,400	700	4,000	4,700
2647 Conserv Suppl - Gen Read Rooms	2,850	2,950	100	0	100
2648 Conserv Suppl - Serial	4,000	4,200	200	0	200
2649 Conserv Suppl - Collect Mgmt	2,350	2,450	100	0	100
2680 Misc. Supplies and Materials	2,100	2,200	100	0	100

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. COLLECTIONS SERVICES
C. Preservation of Library Materials

Additional Information

	1990 Budget	1991 Estimate	1991 Increases: Price Level	1991 Increases: Growing Workload	1991 Increases: Total
3100 Books and Library Materials	2,500	2,700	200	0	200
3102 Subscriptions	269,700	280,500	10,800	0	10,800
3105 Subscriptions not for LC Collect	4,500	4,800	300	0	300
3120 MIDEMA Miscellaneous	9,500	9,900	400	0	400
3121 MIDEMA Serials (Asian)	7,100	7,400	300	0	300
3122 MIDEMA Serials (Serial)	189,000	196,500	7,500	0	7,500
3123 MIDEMA Serials (Law)	30,900	32,100	1,200	0	1,200
3124 MIDEMA Music	51,500	53,500	2,000	0	2,000
3125 MIDEMA Manuscripts	58,500	60,800	2,300	0	2,300
3126 MIDEMA Maps	11,700	12,200	500	0	500
3127 MIDEMA Prints and Photographs ...	10,800	11,200	400	0	400
3128 MIDEMA Rare Books	1,100	1,100			
3129 MIDEMA Serials (African)	8,400	8,700	300	0	300
3131 MIDEMA Serials (non-cont.)	0	0			
3132 MIDEMA Flat Film	373,000	387,900	14,900	0	14,900
3133 MIDEMA Books	748,055	1,124,755	43,300	333,400	376,700
3134 MIDEMA Recordings	123,500	128,500	5,000	0	5,000
3135 MIDEMA Motion Pictures	10,000	10,400	400	0	400
3140 Equipment	35,100	300,100	0	265,000	265,000
3141 Equipment - Restoration	10,800	10,800			
3142 Equipment - Research	51,900	138,900	0	87,000	87,000
Total, Preservation	4,157,622	5,068,022	129,000	781,400	910,400

Note: MIcrofilming DEteriorating MAterials

3. COLLECTIONS SERVICES
D. Public Service and Collections Management I

Summary

	FY 1990 Enacted		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions	268	$10,184,433	393	$13,893,904	+125	+$3,385,604
Unfinanced positions		----		----		+ 323,867
Indefinite positions	(5)	128,968	(5)	128,968		----
Motion Picture Preservation	[4]	[108,192]	[4]	[108,192]		----
Renovation and Restoration	[1]	[20,776]	[1]	[20,776]		----
Special and Temporary	(2)	39,334	(2)	39,334		----
	268	$10,352,735	393	$14,062,206	+125	+$3,709,471
(2) Non-personal services:						
Price level		$ 977,497		$ 987,497		+$ 10,000
Growing workload		----		57,000		+ 57,000
		$ 977,497		$ 1,044,497		+$ 67,000
Total, Public Service/Collect Mgmt I	268	$11,330,232	393	$15,106,703	+125	+$3,776,471
	(7)		(7)			

Price level		+ $ 10,000
Growing workload	+125	+ 3,766,471
Total		+ $3,776,471

2. **COLLECTIONS SERVICES**
D. Public Service and Collections Management I

General Statement

One of the most important tasks of Collections Services is to open windows of opportunity for readers desiring to utilize the special and geographic area collections under its jurisdiction. To this end, the Collections Services Service Unit acts to acquire, organize, develop, secure, maintain, preserve and make available to Congress, scholars and the interested public these special and area collections.

The Public Service and Collections Management I Directorate, which is under the administrative direction of the Associate Librarian for Collections Services, consists of the following divisions: African & Middle Eastern; Asian; Geography & Map; Manuscript; Motion Picture, Broadcasting, & Recorded Sound; Music; Prints & Photographs; and Rare Book & Special Collections. The Directorate serves Congressional researchers and other scholarly users who come to the Library from all over the United States and abroad by providing service directly through special reading rooms, including listening and viewing stations for video tapes, motion pictures, sound recordings and through interlibrary loan; and indirectly through voluminous correspondence, telephone responses, and published reference works. The number of readers served annually is in the 300,000 range, while the number of volumes circulated stands at 544,000. During fiscal 1980, several thousand annotated and unannotated entries were completed for bibliographies which interpret the collections to readers and make the individual items described available far beyond the confines of the capital city. Moreover, through symposia, lectures, concerts (by the Music Division) and screenings of selected films (by the Motion Pictures, Broadcasting, and Recorded Sound Division) the intellectual and cultural resources of the Library are made widely available to the public.

The collections, totaling nearly 74 million items, include books and pamphlets in hundreds of African, Middle Eastern and Asian languages, ancient and modern, without arbitrary exceptions, and covering virtually all subjects of interest to serious researchers. They include manuscripts and the personal papers of prominent figures (including former Presidents), atlases, maps, music and music literature, prints, drawings, posters and rare books. They also include records in media emblematic of the modern age: photographs, microforms, sound recordings, motion pictures, and television tapes. (They do not include legal materials in the custody of the Law Library and materials available through the National Library Service for the Blind and Physically Handicapped.)

2. COLLECTIONS SERVICES
D. Public Service and Collections Management I

General Statement

In developing the collections, specialists from the service unit recommend several hundred thousand items annually for acquisitions, and during fiscal 1989 accessioned over 2 million items. It should be noted that the items accessioned may be in subcollections of manuscripts, maps, photographs, music, tapes, etc., which require further processing--sorting, identifying, describing, indexing, etc.--before they are served for public use. Other processing responsibilities include the preparation of books and serial issues for binding or microfilming, recording of serial publications in Asian and Middle Eastern languages as received, copy-specific cataloging of rare books, and the cataloging of maps, atlases, manuscripts, prints, photographs, motion pictures, and other special collections materials.

In fiscal 1991, major new objectives are to: (1) reduce the growth of unprocessed arrearages, in all collections, (2) process the arrearage in the National Association for the Advancement of Colored People (NAACP) Archive; (3) support improved policy analysis and information on Japan; and (4) meet inflationary increases in personal and non-personal services.

The Public Service and Collections Management I Directorate requires a total of $15,106,703 to support its services in fiscal 1991. This amount includes an increase of $3,776,471 over fiscal 1990. This increase provides $3,709,471 for permanent positions and for critical positions that are now unfinanced, and $67,000 for increases in non-personal support services.

3. **COLLECTIONS SERVICES**
D. Public Service and Collections Management I

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
Total	267	$11,330,232	392	$15,106,703	+125	+$3,776,471

Growing Workload

(a) Reduce the Growth of Unprocessed Arrearage ..... +118 +$3,518,208

A total of 118 positions and $3,467,700 are requested in FY 1991 in order to reduce the growth of the unprocessed arrearages in the Library's special format collections. The special format collections of the Library include archival collections of maps, manuscripts, personal papers of prominent figures (eg. Freud), music, sound recordings, photographs, prints, drawings, posters, and motion pictures as well as books, pamphlets, rare books, technical reports, government documents, newspapers periodicals, and microforms. The Library has built and strengthened this "House of Intellect" (to borrow from Barzun) by continuing to acquire materials that uniquely reflect the American heritage. These unparalleled collections, which are fundamental sources for the understanding of the American experience and its unique impact on the course of history, include enormous masses of unprocessed materials. So long as these items remain unprocessed they cannot be accessed effectively, their security is endangered, and their preservation is delayed.

The opportunities for the Library of Congress to contribute to scholarly research are potentially limitless. The Library's mission is to provide scholars with access to the information that now lies hidden in the documents we possess. Through the provision of inventories, guides, indexes, checklists, and bibliographies devoted to its collections, the Library can dramatically support scholarship in the coming decades. In order to provide these much needed finding aids, we must first keep current with the tasks of gaining complete control over our collections by processing and marking these materials. The special collections include unprocessed arrearages which range from 300,000 items in the Rare Book and Special Collections Division to 12.9 million items in Prints and Photographs Division. Because acquisitions in all formats exceed the Library's processing capacity, the arrearages

3. COLLECTIONS SERVICES
D. Public Service and Collections Management I

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

Growing Workload (Continued)

(a) Reduce the Growth of Unprocessed Arrearage (Continued)

continue to grow. The Library's report on its unprocessed arrearages was submitted to the Congress on December 1, 1989. It reported the Library's plan for a three-year pilot program to develop innovative methods to help minimize the labor needed to process the arrearages. These innovations will have an important impact in the special format collections but the extent of change is still undetermined since physical preparation is a large part of the processing labor; this preparation work (sorting, stamping, boxing, etc.) is difficult to dramatically reduce. Although this request takes into account the foreseeable impact of procedural changes and other innovations, the number of new positions requested will not be adequate to stop overall arrearage growth. These positions will slow the growth considerably, permitting the most important items to be processed in a timely manner. When the results of the three-year pilot are assessed, the Library will know what additional positions are needed to handle arrearages.

This request for 116 positions includes a request for technician positions to sort, arrange, accession, and mark the collections, and higher level catalogers and specialists to catalog, prepare indexes, checklists, guides, and bibliographies, etc. This request also includes one position for the European Division, and two positions for the Serial and Government Publications Division, both of which are part of the Public Service and Collections Management II Directorate.

3. **COLLECTIONS SERVICES**
D. Public Service and Collections Management I

Justification of Increases and Decreases

		FY 1990		FY 1991		Increase	
		No.	Amount	No.	Amount	No.	Amount

Growing Workload (Continued)

(a) Reduce the Growth of Unprocessed Arrearage (Continued)

		Salaries	Benefits	Total
African and Middle Eastern Division				
2	GS-5 Library Technicians @ $16,305	$ 32,610	$ 8,935	$ 41,545
[1]	Unfinanced GS-5 Library Technician	8,153	2,234	10,387
	Total	$ 40,763	$11,169	$ 51,932
Asian Division				
1	GS-5 Library Technician	$ 16,305	$ 4,468	$ 20,773
[1]	Unfinanced GS-5 Library Technician	16,305	4,468	20,773
	Total	$ 32,610	$ 8,936	$ 41,546
Geography and Map Division				
3	GS-9 Catalogers @ $24,705	$ 74,115	$ 20,307	$ 94,422
1	GS-5 Library Technician	16,305	4,468	20,773
[1]	Unfinanced GS-9 Cataloger	24,705	6,769	31,474
[1]	Unfinanced GS-5 Library Technician	16,305	4,468	20,773
	Total	$131,430	$ 36,012	$167,442
Manuscript Division				
1	GS-9 Archivist	$ 24,705	$ 6,769	$ 31,474
2	GS-5 Library Technicians @ $16,305	32,610	8,936	41,546
[2]	Unfinanced GS-9 Archivists @ $24,705	49,410	13,538	62,948
	Total	$106,725	$ 29,243	$135,968

3. COLLECTIONS SERVICES
D. Public Service and Collections Management I

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

Growing Workload (Continued)

(a) Reduce the Growth of Unprocessed Arrearage (Continued)

		Salaries	Benefits	Total
European Division				
1	GS-5 Library Technician	$ 16,305	$ 4,468	$ 20,773
Music Division				
2	GS-9 Music Specialists @ $24,705	$ 49,410	$ 13,538	$ 62,948
3	GS-7 Library Technicians @20,195	60,585	16,600	77,185
1	GS-5 Clerk Typist	16,305	4,468	20,773
[1]	Unfinanced GS-9 Music Specialist	24,705	6,769	31,474
	Total	$151,005	$ 41,375	$192,380
Prints and Photographs Division				
8	GS-9 Curators @ $24,705	$209,993	$ 57,537	$ 267,530
20	GS-9 Catalogers @ $24,705	494,100	135,380	629,480
14	GS-5 Library Technicians @ $16,305	228,270	62,546	290,816
[1]	Unfinanced GS-9 Curator	24,705	6,769	31,474
[2]	Unfinanced GS-5 Library Technicians @ $16,305	32,610	8,935	41,545
	Total	$989,678	$271,167	$1,260,845

3. COLLECTIONS SERVICES
D. Public Service and Collections Management I

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

Growing Workload (Continued)

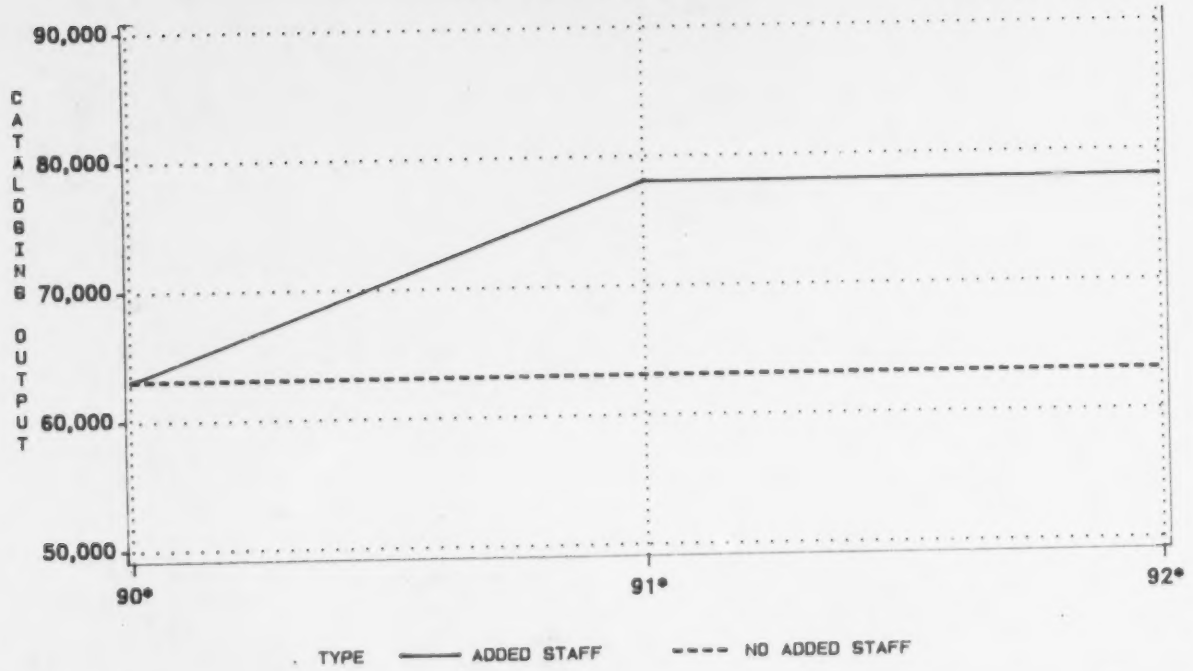
(a) Reduce the Growth of Unprocessed Arrearage (Continued)

		Salaries	Benefits	Total
Rare Book and Special Collections Division				
1	GS-13 Section Head	$ 42,601	$ 11,673	$ 54,274
3	GS-9 Catalogers @ $24,705	61,763	16,923	78,686
2	GS-5 Library Technicians @ $16,305	32,610	8,935	41,545
[1]	Unfinanced GS-9 Cataloger	24,705	6,769	31,474
	Total	$161,679	$ 44,300	$205,979
Serial and Government Publications Division				
2	GS-5 Library Technicians @ $16,305	$ 32,610	$ 8,935	$ 41,545
Motion Picture, Broadcasting and Recorded Sound Division				
2	GS-9 Selection Officers @ $24,705	$ 49,410	$ 13,538	$ 62,948
2	GS-7 Document Specialists @ $20,195	40,390	11,066	51,456
25	GS-9 Catalogers @ $24,705	617,625	169,229	786,854
20	GS-5 Accessioners @ $16,305	326,100	89,351	415,451
2	GS-5 Clerk Typists @ $16,305	32,610	8,935	41,545
[2]	Unfinanced GS-5 Accessioners @ $16,305	32,610	8,935	41,545
	Total	$1,098,745	$ 301,054	$1,399,799
115	Permanent Positions Under PSCM-I	$2,458,422	$ 673,601	$3,132,023
[13]	Unfinanced Positions Under PSCM-I	254,213	69,654	323,867
3	Permanent Positions Under PSCM-II	48,915	13,403	62,318
	Total	$2,761,550	$ 756,658	$3,518,208

COLLECTIONS SERVICES

Impact of Additional Positions on Cataloging Output

GEOGRAPHY AND MAP DIVISION



* Indicates estimated values

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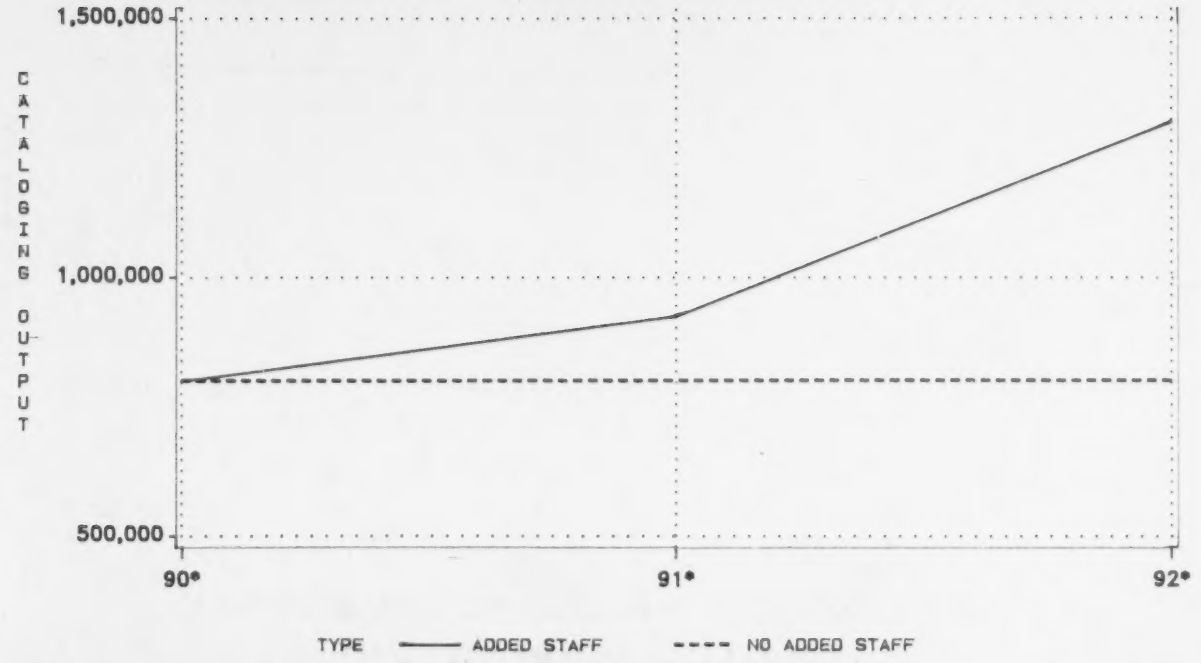
COLLECTIONS SERVICES

Impact of Additional Positions on Cataloging Output

MANUSCRIPT DIVISION



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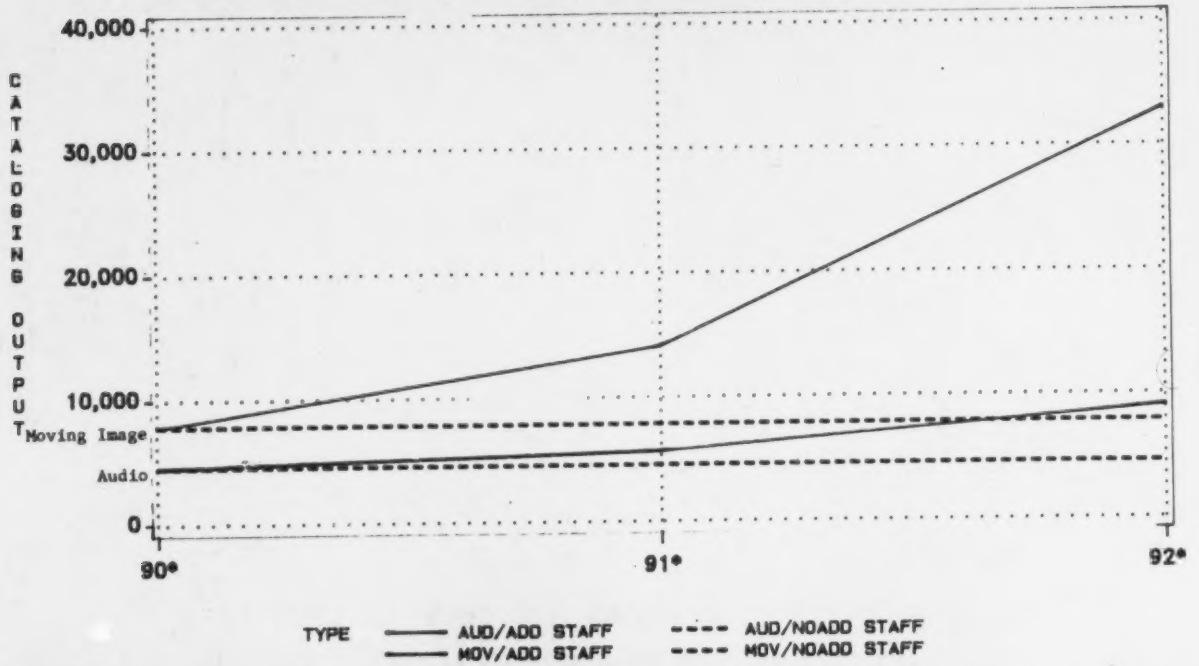
COLLECTIONS SERVICES

Impact of Additional Positions on Cataloging Output

MOTION PICTURE, BROADCASTING AND RECORDED SOUND DIVISION



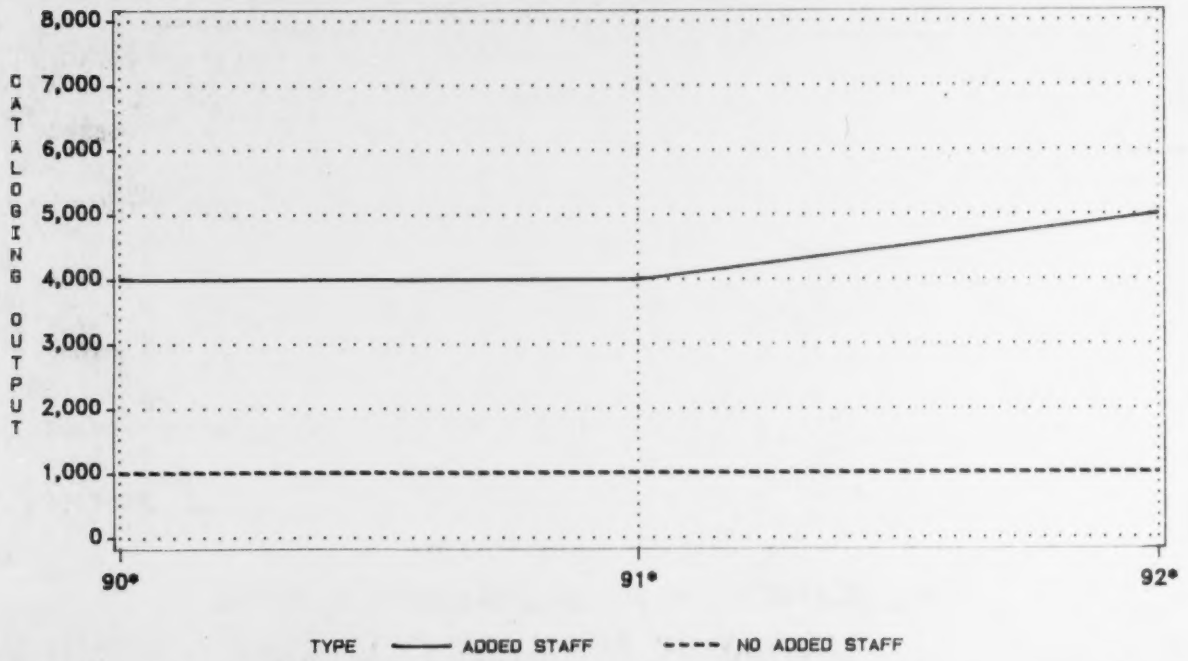
* Indicates estimated values AUD-->AUDIO MOV-->MOVING IMAGE

89.

COLLECTIONS SERVICES

Impact of Additional Positions on Cataloging Output

MUSIC DIVISION

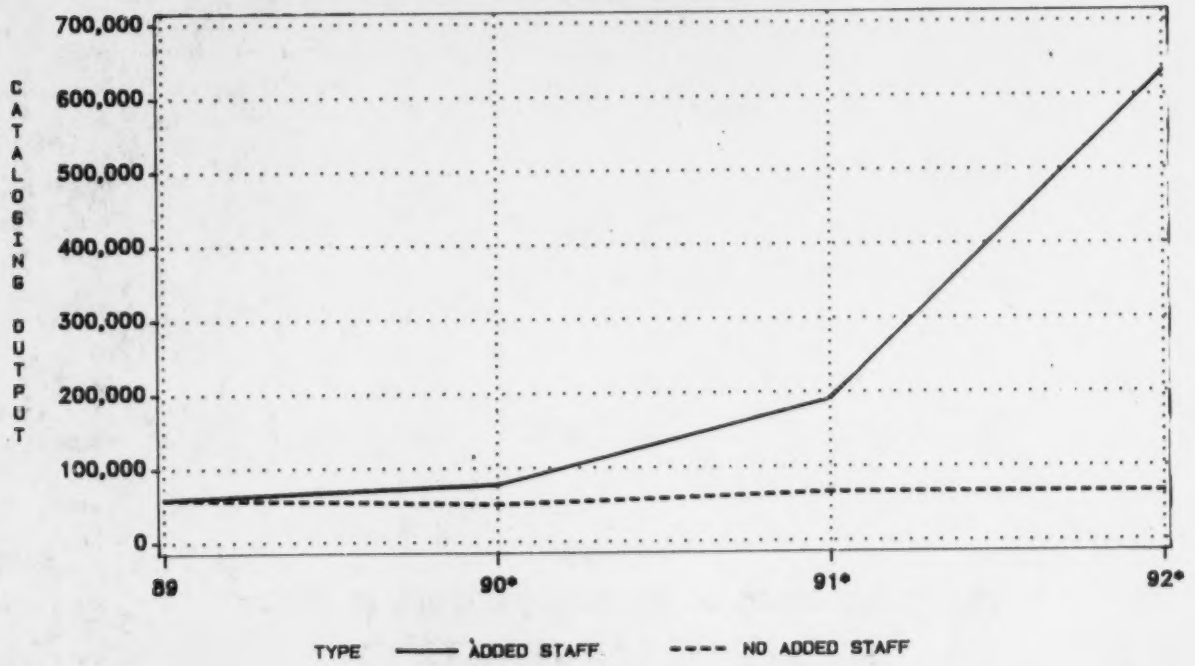


* Indicates estimated values

COLLECTIONS SERVICES

Impact of Additional Positions on Cataloging Output

PRINTS AND PHOTOGRAPHS DIVISION



* Indicates estimated values

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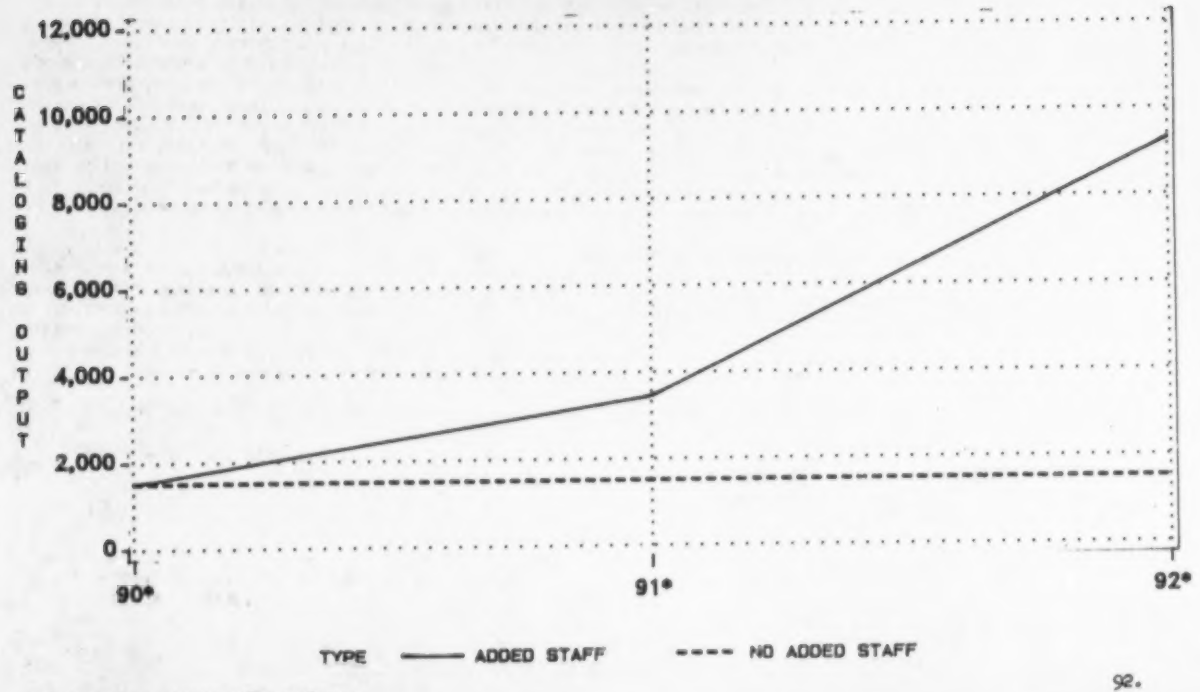
COLLECTIONS SERVICES

Impact of Additional Positions on Cataloging Output

RARE BOOK DIVISION



* Indicates estimated values

3. COLLECTIONS SERVICES
D. Public Service and Collections Management I

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
Growing Workload (Continued)						
(b) Process the Arrearage in the NAACP Archive					+5	+ $139,016

A total of 5 positions, including 4 for the Manuscript Division and 1 for the Motion Picture, Broadcasting, and Recorded Sound Division, are requested in FY 1991 in order to process some 694,479 items in the National Association for the Advancement of Colored People Archive arrearage. The NAACP files in arrearage consist of items related to the central administration of the NAACP, its youth programs and chapters, regional branch files at the state and local level, housing programs, and the legal cases in which the organization was involved. The records date largely from the mid-1960's to the mid-1970's, a period during which the organization was especially active and influential.

The already processed archives of the NAACP presently consists of over 400,000 items. They include correspondence, clippings, legal briefs, trial transcripts, speeches, articles and other printed and unprinted material, principally 1910-1959, recording the growth and development of the Association, treating such subjects as discrimination in business and government, segregation in schools, government, and private establishments, lynchings, mob violence, race riots, antilynching measures, suppression of the Black vote in the South, labor disputes, unions, politics, and providing extensive background on Black life in urban and rural America, especially in the 1930's. Concern with Black welfare outside the U.S. is also covered, specifically in the files relating to Haiti, the Virgin Islands, and the Pan-African Congress. Also included is correspondence and other material relating to the Association's branches; the Scottsboro Defense Committee records; personal papers of Thurgood Marshall; extensive official, as well as some personal, correspondence of such NAACP officers as Robert Bagnall, Charles Houston, Addie Hunton, James Weldon Johnson, Daisy Lampkin, E. Frederick Morrow, William Pickens, Herbert Seligmann, Walter White, and Roy Wilkins; and official correspondence of Roy Nash, Mary White Ovington, Charles E. Russell, John R. Shilady, Arthur Spingarn, Joel Spingarn, Moorfield Storey, Oswald G. Villard, and William E. Walling.

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3. COLLECTIONS SERVICES
D. Public Service and Collections Management I

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

Growing Workload (Continued)

(b) Process the Arrearage in the NAACP Archive (Continued)

The processed records described above were deposited by the Association in 1964-1965. They are the largest collection in the Manuscript Division and rank consistently as the single most heavily used body of material among the division's holdings. Processing this arrearage would help to solidify the Library's relationship with the organization and promote the likelihood of future donations of important records on a continuing basis.

		Salaries	Benefits	Total
Manuscript Division				
1	GS-9 Archivist	$ 24,705	$ 6,769	$ 31,474
3	GS-6 Technicians @ $18,174	54,522	14,939	69,461
4	Total	$ 79,227	$ 21,708	$100,935
Motion Picture, Broadcasting, Recorded Sound Division				
1	GS-11 Cataloger	$ 29,891	$ 8,190	$ 38,081
5	Total	$109,118	$ 29,898	$139,016

Supplies and Equipment

$ 2,500	Personal computer to facilitate finding aid construction.
12,000	For 2000 legal sized document cases.
8,000	For 20,000 acid free folders.
$ 22,500	

3. **COLLECTIONS SERVICES**
D. Public Service and Collections Management I

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
Growing Workload (Continued)						
(c) Support policy analysis and information on Japan					+2	+$109,247

In response to the Congressional directive that CRS "develop a recommendation for the Japan Task Force that will integrate its own capabilities and the capabilities and needs of other sources of expertise and resources throughout the Library of Congress" (emphasis added); and in response also to the further directive that the Library "review the Asian collections, particularly from Japan, to determine any deficiencies in those collections. The conferees direct the Library to use available funds to bring those collections up to the level necessary to keep the Congress informed. Additional funds, if necessary, may be requested for these purposes." Collections Services in consultation with CRS has devised a coordinated program of action centering on the provision of information available in Japanese language sources.

We have developed a number of initiatives, requiring additional resources, which we recommend be undertaken by Collections Services, (included in this budget request), and by CRS (submitted in the CRS request). Taken together, these initiatives are designed to improve service to Congress by: (a) substantially increasing the depth and breadth of policy analysis and research on issues related to U.S. -Japan relations (included in the CRS request, and supported by Collections Services initiatives to improve acquisitions and processing of Japan collections); and (b) improving congressional access to information and expertise on Japan, including providing translations of important Japanese language materials (in the Collections Services request), creation of a quarterly journal on Japan for the Congress, (CRS request) and facilitating increased dialogue and professional interaction between members of Congress/Congressional staff and Japanese officials/Japan scholars (CRS request).

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3. **COLLECTIONS SERVICES**
D. Public Service and Collections Management I

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

Growing Workload (Continued)

(c) Support policy analysis and information on Japan (Continued)

In developing these initiatives, our objectives were to:

- provide improved support for the Congress on issues related to Japan
- maximize use of existing Library resources, capabilities, and organizations
- avoid duplication of acquisitions and managerial structures

Increased support for policy analysis and research on Japan issues

The Japanese Section of the Asian Division, currently responsible for the development of collections relating to Japan in all languages, and with custodial responsibility for publications in the Japanese language, has already focused further attention on the identification and acquisition of public policy issues publications in Japanese useful for the information needs of the Congress in response to the Congressional directive. In addition, the Section has provided translation services to the Congress through CRS, expending about 500 staff hours annually for this purpose in recent years.

The proposed intensified initiative involves further improvements in acquiring public policy publications and will require reviewing selected journals, government documents, monographs and related materials, so that pertinent developments reported in Japanese language sources will be called to the attention of Congress through CRS's Selective Dissemination of Information service. This in turn will require that the Japanese Section take on new responsibilities and functions, and in close collaboration with specialists in CRS to systematically review Japanese language publications, prepare bibliographic citations, and prepare abstract translations.

3. **COLLECTIONS SERVICES**
D. Public Service and Collections Management I

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

Growing Workload (Continued)

(c) Support policy analysis and information on Japan (Continued)

Items requiring fuller, or full-text, translations will be contracted out on demand.

For these purposes, we are requesting 1 Bibliographer (GS 9-11-12) and 1 Library Technician (GS 5-6-7). Both bilingual, the Bibliographer, who will also have Japan expertise in the public policy area, will work closely with specialists in CRS in selecting and preparing abstract translations of pertinent items for inclusion in the CRS Public Policy Literature database and for the SDI service. Where fuller or full-text translations are required, we will contract the services of competent translators outside the Library, and for this purpose request funding for professional and consultant services amounting to $50,000 per annum. To support travel for the Bibliographer to Japan to identify and procure documents not readily available in the trade, we request an additional $7,000.00 per annum.

3. COLLECTIONS SERVICES
D. Public Service and Collections Management I

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

Growing Workload (Continued)

(c) Support policy analysis and information on Japan Continued)

Because these are new functions never before the responsibility of the Japanese Section, the Library is purposefully starting out on a conservative scale, in part to test the methodology, and in part to determine actual demand for the services. Should demand exceed our initial resources, the Library will request additional funding.

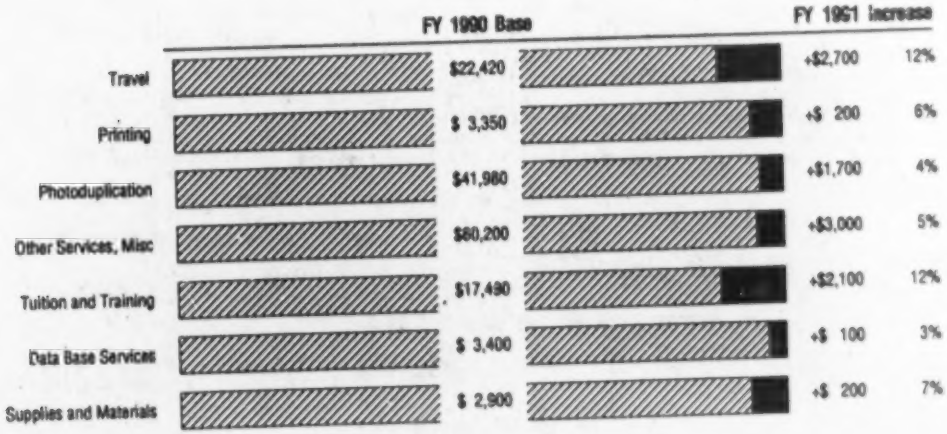
		Salary	Benefits	Total
1 GS-9	Bibliographer	$24,705	$ 6,769	$ 31,474
1 GS-5	Library Technician	16,305	4,468	20,773
		$41,010	$11,237	$ 52,247

Professional and Consultant Services	$ 50,000
Travel	7,000
	$ 57,000

3. **COLLECTIONS SERVICES**
D. Public Service and Collections Management I

Justification of Increases and Decreases

	FY 1990 No.	FY 1990 Amount	FY 1991 No.	FY 1991 Amount	Increase No.	Increase Amount
Non-personal Services	___	$ 977,497	___	$ 1,044,497	___	+$ 67,000
Price level						+$ 10,000



LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. COLLECTIONS SERVICES
D. Public Service and Collections Management I

Additional Information

	FY1990 Budget	FY1991 Estimate	1991 Increase		
			Price Level	Growing Workload	TOTAL
2101 Regular Travel	47,050	55,550	1,500	7,000	8,500
2102 Attendance at Meetings	10,935	12,135	1,200		1,200
2103 Local Travel	130	130			0
2301 Postage	44,300	44,300			0
2310 Local Telephone	61,180	61,180			0
2320 Long Distance Telephone	25,800	25,800			0
2321 Long Dist Tel - Data Commun	11,000	11,000			0
2410 Printing, Forms	3,350	3,550	200		200
2430 Photoduplication	41,980	43,680	1,700		1,700
2501 Other Services, Misc.	200,200	203,200	3,000		3,000
2515 Services of Other Agencies	5,500	5,500			0
2520 Tuition and Training	17,490	19,590	2,100		2,100
2550 Professional & Consultant Service	9,800	59,800		50,000	50,000
2580 Data Base Service	3,400	3,500	100		100
2601 Office Supplies	75,000	75,000			0
2620 Laboratory Supplies	255,015	255,015			0
2621 Spare Parts, etc.	2,900	3,100	200		200
3100 Books and Library Materials	13,200	13,200			0
3140 Equipment	149,267	149,267			0
Total, Non-personal Services	977,497	1,044,497	10,000	57,000	67,000

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. **CONSTITUENT SERVICES**

Summary

	FY 1990 Enacted		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
A. Constituent Services						
(1) Positions	448	$15,080,574	469	$16,061,608	+21	+$ 981,034
(2) Non-personal services		464,290		656,790		+ 192,500
Total, Constituent Services	448	$15,544,864	469	$16,718,398	+21	+$1,173,534
B. Cataloging Distribution Service						
(1) Positions	150	$ 5,040,028	150	$ 5,040,028		+$ ----
(2) Non-personal services		3,768,800		4,586,200		+ 817,400
Total, Cataloging Distribution Service	150	$ 8,808,828	150	$ 9,626,228		+$ 817,400
Total, Constituent Services	598	$24,353,692	619	$26,344,626	+21	+$1,990,934
	(53)		(53)		(+15)	

Price level		+ $ 203,900
Growing workload	+21	+ 1,787,034
Total		+ $1,990,934

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4. **CONSTITUENT SERVICES**
   A. Constituent Services

Summary

	FY 1990 Enacted No.	FY 1990 Enacted Amount	FY 1991 No.	FY 1991 Amount	Increase No.	Increase Amount
(1) Positions:						
Permanent	448	$14,116,708	469	$15,097,742	+21	+$ 637,693
Unfinanced		----		----		+ 293,341
Indefinite positions	(23)	454,291	(23)	454,291		----
Collection Control Center	[2]	[46,054]	[2]	[46,054]		
National Reference Service	[8]	[99,663]	[8]	[99,663]		
Renovation/Restoration	[13]	[308,574]	[13]	[308,574]		
Special and Temporary	(38)	509,575	(38)	509,575		----
	448	$15,080,574	469	$16,061,608	+21	+$ 981,034
(2) Non-personal services:						
Price level		$ 464,290		$ 476,790		+$ 12,500
Growing workload		----		180,000		+ 180,000
		$ 464,290		$ 656,790		+$ 192,500
Total, Constituent Services	448	$15,544,864	469	$16,718,398	+21	+$1,173,534
	(61)		(61)			

Price level		+ $ 12,500
Growing workload	+21	+ 1,161,034
Total		+ $1,173,534

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4. **CONSTITUENT SERVICES**
   A. Constituent Services

General Statement

The mission of Constituent Services is to serve libraries, Government agencies, scholars, the productive private sector, and the general public by using the Library's rich resources and collections to develop, market, and provide products and services that sustain and contribute to the advancement of thought and knowledge throughout the United States and the world.

The Associate Librarian for Constituent Services is responsible for the general administration of the department, the long-range planning and coordination of departmental activities, the formulation and presentation of policy recommendations to the Library Management Team, the coordination of work with other departments of the Library, especially Collections Services, and liaison with other libraries and organizations.

The activities of Constituent Services are organized into six major areas: public service and collections management, development and distribution of Library products and services, service to the blind and physically handicapped constituents of the nation, collections policy, education programs, and coordination of Federal library and information resources. Responsibility for each of these areas is assigned to a director who serves on the Constituent Services Management Team and works under the general policy direction of the Associate Librarian for Constituent Services.

In fiscal year 1991, Constituent Services' major objectives are (1) satisfy public service demands; (2) improve the quality of material selected for the Library's collections; (3) improve utilization of newly available automated systems, which better control and manage the inventory and circulation of the 14 million books in the General Collections; (4) improve the quality of visitor services, and (5) to provide staff for a new Machine Readable Collections Reading Room.

Constituent Services requires a total of $16,718,398 to support its services in fiscal year 1991. This amount includes an increase of $1,173,534 over fiscal 1990. Included is $ 687,693 for 21 permanent positions, $293,341 for resources to support 8 unfinanced positions, $12,500 for price level increases in non-personal services, and $180,000 for growing workload increases (including $80,000 to purchase about a million machine readable labels for books to improve management and control of the general book collections).

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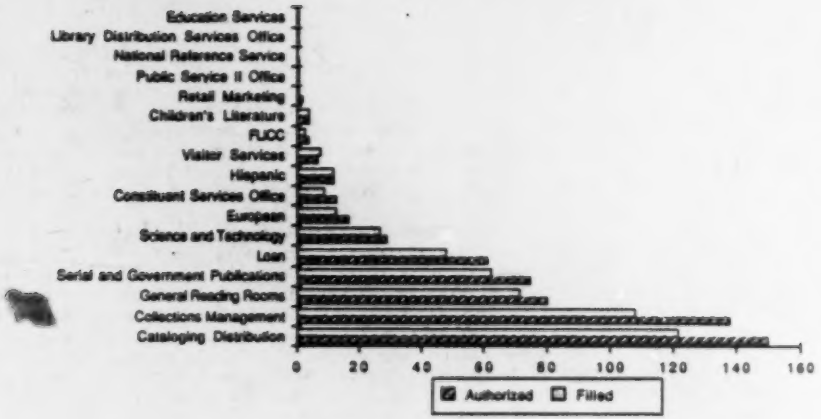
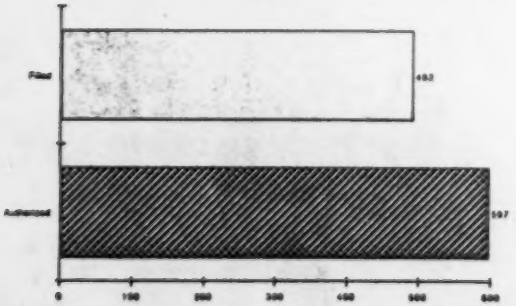
Constituent Services Staff Positions
Division and Department Totals FY 1990





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4. **CONSTITUENT SERVICES**
   A. Constituent Services

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions	448	$15,080,574	469	$16,061,608	+21	+$981,034
	(61)		(61)			

a. To satisfy public service demands by providing funding to fill 8 vacancies ..... [8] $293,341

Absorbing the 1989 pay raise and other base reductions in fiscal 1990 have forced Constituent Services to freeze most of its vacant positions and replace only the most essential staff. We were able to do this because the Main Reading Room was closed for renovation for much of the year and space for readers was severely diminished. With the Main Reading Room scheduled to reopen in June 1990, we must provide service to an additional Computer Catalog Center with sixty new workstations plus 300 reader seats, a 30% increase in research space. To assure that we can meet the demands from increased reader interest and fully use the new facilities, we require funds to fill positions to provide service for computer assistance, reference and book service. If funds are not available, service level reductions are inevitable.

Although plans may change to meet special needs at the time, our highest priorities are to fill public service positions at entry (4/GS-9) and more experienced levels (2/GS-11 and 2/GS-12). Some of these entry level positions will be used in the Library's Affirmative Action recruitment programs to attract a diverse pool of applicants for professional library positions.

Salaries	$ 230,252
Benefits	$ 63,089
	$ 293,341

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4. **CONSTITUENT SERVICES**
   A. Constituent Services

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions (Continued)						
b. To improve the quality of materials selected for the Library's collections					+3	+$146,629

Constituent Services is requesting three new positions in fiscal year 1991 to improve the Library's ability to develop the Library's collections qualitatively and fulfill its mission to assemble and preserve a universal collection of human knowledge, information and expression.

These three additional positions (one librarian and two area specialists) will bring to the Library increased staff time and specialization in collections development and selection and allow Constituent Services to participate more fully in cooperative collections development through such national programs as the RLG-ARL conspectus program and the Center for Research Libraries cooperative acquisitions programs (microforms, dissertations, little used journals, etc.). These additional positions will increase staff time devoted to collections evaluation; recommending and selecting additional items for the collections; compiling and maintaining desiderata lists; identifying, soliciting, and arranging gifts; and coordinating recommendations for replacement copies of missing items. This more comprehensive approach to collection development will result in greater efficiencies and less overlap and duplication in acquisitions.

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4. CONSTITUENT SERVICES
A. Constituent Services

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions (Continued)						
c. To track the movement of books in the Library's collections so as to improve substantially their physical security and availability for use					+11	+$269,126

Library management studies have repeatedly stressed the need for a comprehensive process that monitors the physical location of material as it moves within the institution. An automated circulation system is now being successfully used to track all external use of Library materials. Eleven positions (1 systems analyst and 10 library technicians) are requested to expand use of this system to monitor the movement of material within the Library's confines.

These positions will improve overall security of the collection and will significantly enhance our ability to deliver books to readers by using the online circulation process to:

(1) record bibliographic information about material as it is selected for the Library's collection so that the availability of current, high-demand items can be monitored from the time each item is selected until it is placed on the shelf. These three library technician positions will be located in Collections Services.

(2) identify each book removed from the shelf, recording its destination and user, and tracking its movement until it returns to its proper location in the collection.

(3) monitor the in-house loans of books assigned to long-term scholars in study facilities and to Library reference collections so that these items can be efficiently retrieved for the use of Congress and other readers.

4. CONSTITUENT SERVICES
A. Constituent Services

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions (Continued)						

(4) record missing materials discovered through reader requests and inventory procedures, facilitating replacement of requested items and providing efficient, library-wide access to information about not-on-shelf items.

d. To strengthen the Visitor Services Program ..... +1 +$45,641

With the Library's emphasis on improved communications and services to collections, users and visitors, the Visitor Services Program must be strengthened. A new position of Volunteer Services Coordinator is requested to provide additional support to the Visitor Services Office through the use of a volunteer program. The current lack of a structured visitor program causes many to seek to enter reading rooms, in which research is being conducted, disrupting readers and delivery of materials from the stacks, as well as requiring a diversion of the highly-skilled reference staff's time to answer routine and general questions about the Library, better handled by visitor service staff. A volunteer program will provide Visitor Services the necessary support to direct its efforts toward actively interpreting the Library and its programs through its daily orientations and tours.

Through the use of a coordinated volunteer program, the Visitor Services Office will expand and interpret the Library from three information desks. Volunteer staff will respond to visitor questions at three locations 85 hours a week (as opposed to the current 40 hours from one information desk). Volunteers will interpret the Library to the majority of visitors during hourly tours offered daily, including evenings; at present, tours are offered only three times daily; no tours are given during evenings or on weekends. Current statistics show that only 3 percent of the estimated 2 1/2 million visitors who come to the Library each year actually see the Library as a participant in one of the Library's orientation tours.

893

94-788 O—90——29

4. CONSTITUENT SERVICES
A. Constituent Services

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions (Continued)						
e. To establish the Machine Readable Collections Reading Room					+2	+$66,413

Two positions (one librarian and one technician) are requested to staff this new reading room. The permanent staff will manage a comprehensive program to acquire, organize, and service materials in machine-readable formats, including microcomputer software programs and informational files issued on microcomputer, compact and video disks.

Items in machine-readable form are the newest and most challenging format for storing the nation's collective memory. Over 4,000 U.S publishers are currently producing these materials; in most instances the programs and information are available only in these formats, while in other instances the electronic format provides enhanced methods for access. In the summer of 1988, the Library established a pilot machine-readable collections reading room that is the first and only facility in a U.S. library that provides materials and services for comprehensive historical and state-of-the-art research on these formats.

Library of Congress staff spent several years examining the industry and planning for the pilot reading room. These preparations included (1) actively collecting, organizing and cataloging machine-readable materials---CD-ROMS, IBM and MacIntosh software and books supplemented by machine readable materials; (2) expanding the copyright deposit requirement to cover machine readable materials; (3) establishing a positive dialogue with software publishers and the information industry and a policy review committee; (4) studying user needs and operational requirement; and (5)

4. CONSTITUENT SERVICES
A. Constituent Services

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions (Continued)						

completing a one-year pilot reading room project (July 1988-July 1989) to test the working groups' premises.

The pilot has demonstrated a continuing need to manage this comprehensive program to acquire, organize, and service materials in these formats. Based on this experience, in the next few years, we expect machine readable collections to grow dramatically, much as microforms have since World War II. To meet this growing demand, a permanent reading room must be established.

f. To provide support staff for the newly established offices for Library Distribution Services and Education Services. ..... +2 +$59,969

The Library is expanding its programs to serve constituents through a wide range of new products and services and new outreach programs to the educational community. To further these new initiatives, the Library has recently established an office of Director for Library Distribution Services and an office of Director of Education Services. The Library Distribution Services' goal is to develop, produce and distribute high quality products and services on a timely basis to meet the needs of constituents nationally and internationally and to improve public awareness of its programs and products through a concerted marketing effort. Education Services will create the Library's outreach program to the educational community. To support these new missions and offices, two administrative secretary positions (one for each office) are being requested to provide necessary assistance. Funds are also being requested in non-personal services for travel, postage, photoduplication, printing, and other services.

4. CONSTITUENT SERVICES
A. Constituent Services

Justification of Increases and Decreases

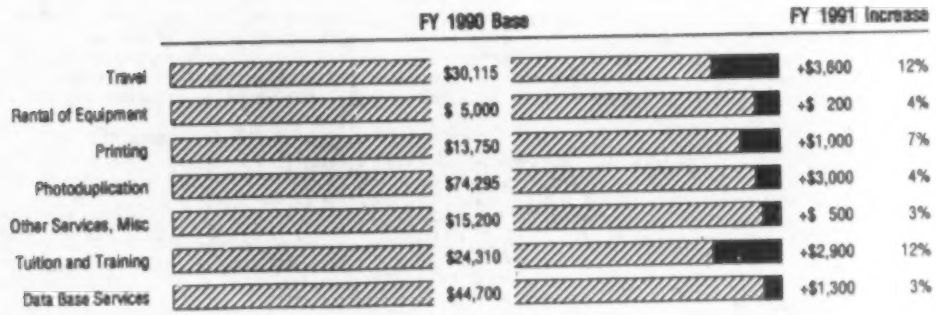
	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions (Continued)						
g. To strengthen support for the National Translations Center					+2	+$99,915

The National Translations Center is a depository and referral center to help users locate unpublished translations of foreign language literature in the natural, physical, medical, and social sciences and is a valuable research source for the scientific and industrial community in the United States. In late 1988, the Center was transferred to the Library of Congress from the University of Chicago. While it has been in existence for more than 35 years, current demands for technical information require modern, efficient, and effective use of technology and updating the Center's practices, equipment, and products. To this end, two senior librarians are requested to operate the Center and to address the needs of the industrial public sector communities for access to foreign scientific and technical literature. After the Center is modernized and develops a revitalized client base, with improved operating procedures and new products, we anticipate requesting the establishment of a new revolving fund, and we expect to recover part of its operating costs through public sales. The center is now operated through the temporary reassignment of staff from other Library programs. This method of staffing cannot be continued on a permanent basis without an adverse impact on the other Library programs from which these staff members are taken.

4. CONSTITUENT SERVICES
A. Constituent Services

Justification of Increases and Decreases

	FY 1990 No.	FY 1990 Amount	FY 1991 No.	FY 1991 Amount	Increase No.	Increase Amount
(2) Non-personal Services		$464,290		$656,790		+ $192,500
Price level						+ $ 12,500



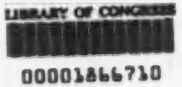
4. CONSTITUENT SERVICES
A. Constituent Services

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
(2) Non-personal Services (Continued)						
Growing Workload						+ $180,000

a. To provide funding to support the purchase of labels required for the Library's program for physical inventory control of its collections ..... + $80,000

The sum of $80,000 is requested to purchase machine readable labels required for the Library's program for physical inventory control of its collections using its new automated collections control system. The $80,000 will be used to purchase 750,000 to 1,000,000 labels, the Library expects to use each year. A sample of a label is shown below. This label is read by a light in the same manner as the labels affixed to grocery store items. The label is linked to the bibliographic record for the piece, which allows the Library to efficiently and effectively build a computer-based inventory control system. Without it such control is impossible.



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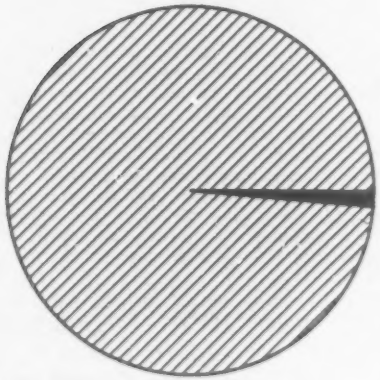
Constituent Services

Percent and Number of Items That Are and Can Be Tracked Through a Centralized Electronic Piece-Level Location Control System

Books And Periodicals



99.1%
(Est.14,000,000 books/ items without centralized electronic piece-level control)

.9%
(131,046 books/items under centralized electronic piece-level control)

668

4. CONSTITUENT SERVICES
A. Constituent Services

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

(2) Non-personal Services - Growing Workload (Continued)

b. To provide support for the newly established offices for Library Distribution and Education Services ..... +$100,000

A total of $100,000 is requested to fund non-personal services such as travel, postage, photoduplication, printing, and other services for the newly established offices for Library Distribution and Education Services. In order for these new offices to carry out their missions of developing, producing and distributing high quality products and services to meet the needs of constituents outside the Library, to improve public awareness of Library programs and products through a concerted marketing effort, and to begin an outreach program to the educational community, this funding is essential. The Director for Education Services will be required to spend time conferring with a variety of educational leaders around the country to develop appropriate and cost effective ways to select Library resources, to address important educational issues and to serve the institutions (libraries, schools, and colleges) dealing with these issues.

900

4. CONSTITUENT SERVICES
A. Constituent Services

Additional Information

New Positions Requested	Salaries	Benefits	Total
a. To improve the quality of materials selected for the Library's collections. +3			
Collections Management Division			
1 GS-11 Collections Officer	$ 29,891	$ 8,190	$ 38,081
European Division			
1 GS-13 Area Specialist	42,601	11,673	54,274
Hispanic Division			
1 GS-13 Area Specialist	42,601	11,673	54,274
3	$115,093	$31,536	$146,629
b. To improve collections control substantially, including physical security, in order to improve access and service. +11			
Collections Management Division			
4 GS-7 Collections Improve Assistant @ $20,195	$ 80,780	$22,134	$102,914
1 GS-12 Systems Analyst	35,825	9,816	45,641
5	$116,605	$31,950	$148,555
Loan Division			
2 GS-6 Charge Records Assistant @ $18,174	$ 36,348	$ 9,959	$ 46,307
1 GS-4 Library Technician (Delivery Unit)	14,573	3,993	18,566
3	$ 50,921	$13,952	$ 64,873

4. CONSTITUENT SERVICES
A. Constituent Services

Additional Information

New Positions Requested (Continued)	Salaries	Benefits	Total
Exchange and Gift Division, Collections Services			
3 GS-4 Library Technicians @ $14,573	$ 43,719	$11,979	$ 55,698
11	$211,245	$57,881	$269,126

c. To strengthen the Visitor Services Program. +1

Visitor Services			
1 GS-12 Volunteer Services Coordinator	$ 35,825	$ 9,816	$ 45,641

d. To establish the Machine-Readable Collections Reading Room. +2

Machine Readable Collections Reading Room			
1 GS-12 Librarian	$ 35,825	$ 9,816	$ 45,641
1 GS-5 Technician	16,305	4,467	20,772
2	$ 52,130	$14,283	$ 66,413

e. To provide support staff for the newly established offices for Library Distribution Services and Education Services. +2

Library Distribution Services			
1 GS-9 Administrative Secretary	$ 24,705	$ 6,769	$ 31,474
Education Services			
1 GS-8 Administrative Secretary	$ 22,367	$ 6,128	$ 28,495
2	$ 47,072	$12,897	$ 59,969

4. **CONSTITUENT SERVICES**
A. Constituent Services

Additional Information

New Positions Requested (Continued)	Salaries	Benefits	Total
f. To strengthen support for the National Translations Center. +2			
National Translations Center			
1 GS-13 Senior Librarian and Editor	$ 42,601	$11,673	$ 54,274
1 GS-12 Librarian	35,825	9,816	45,641
2	$ 78,426	$21,489	$ 99,915
21 New Positions	$539,791	$147,902	$687,693
Unfinanced positions			
[4] GS-9 @ $24,705	$ 98,820	$ 27,077	$125,897
[2] GS-11 @ $29,891	59,782	16,380	76,162
[2] GS-12 @ 35,825	71,650	19,632	91,282
[8] Unfinanced Positions	$230,252	$ 63,089	$293,341

4. **CONSTITUENT SERVICES**
   A. Constituent Services

	Additional Information		1991 Increases		
	1990 Enacted	1991 Estimate	Price Level	Mission	Total
2101 Regular Travel	$ 20,770	$ 28,270	$ 2,500	$ 5,000	$7,500
2102 Attendance at Meetings	9,345	12,445	1,100	2,000	3,100
2103 Local Travel	120	120			0
2301 Postage	126,600	132,600		6,000	6,000
2310 Local Telephone	52,000	52,000			0
2320 Long Distance Telephone	39,200	39,200			0
2321 Long Distance Telephone - Data Communications	19,000	19,000			0
2330 Rental of Equipment	5,000	5,200	200		200
2410 Printing, Forms	13,750	42,750	1,000	28,000	29,000
2430 Photoduplication	74,295	82,295	3,000	5,000	8,000
2501 Other Services, Miscellaneous	15,200	69,700	500	54,000	54,500
2515 Services of Other Agencies	0	0			0
2520 Tuition and Training	24,310	27,210	2,900		2,900
2550 Professional and Consultant Service	20,000	20,000			0
2580 Data Base Services	44,700	46,000	1,300		1,300
2630 Binding Supplies	0	80,000		80,000	80,000
Total, Constituent Services	$464,290	$656,790	$12,500	$180,000	$192,500

4. **CONSTITUENT SERVICES**
B. Cataloging Distribution Service

Summary

	FY 1990 Enacted		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions	150	$ 5,040,028	150	$ 5,040,028	+$	----
(2) Non-personal services:						
Price level		$ 3,768,800		$ 3,960,200	+$	191,400
Growing workload		----		626,000	+	626,000
		$ 3,768,800		$ 4,586,200	+$	817,400
Total, Cataloging Distribution Service	150	$ 8,808,828	150	$ 9,626,228	+$	817,400
Less: CDS receipts		-5,629,000		-6,600,000	-	971,000
	150	$ 3,179,828	150	$ 3,026,228	-$	153,600

Price level	+	$ 191,400
Growing workload	+	626,000
Total	+	$ 817,400

905

4. CONSTITUENT SERVICES
B. Cataloging Distribution Service

General Statement

Libraries throughout the United States and the world use Library of Congress products to provide ready-made cataloging for their materials, thereby avoiding expensive duplication of effort. Libraries may purchase this data directly from CDS, but they frequently receive it in the form of a value-added product through a private sector vendor, which has purchased it from CDS. The Library's cataloging in machine-readable form has become a primary resource in the burgeoning international information industry.

CDS is required by law to charge for its products "a price which will cover their cost plus ten per centum added" (2 U.S.C.150). This requirement to return cost plus ten percent is interpreted to apply across the sum of all products sold. Thus, on an annual basis, CDS management recommends product prices which, based on projected sales, will fulfill this legislated requirement while meeting or exceeding the earned receipt requirement established through the congressional budget process. It is projected that sales in fiscal 1991 will be sustained at a level which warrants an increase in the earned receipt requirement from $5.7 million to $6.6 million. This increase is anticipated based on: (1) actual receipts in fiscal 1989, (2) the inclusion of previously-unrecovered distribution costs in 1990 subscription prices, (3) the continued expansion of optical disk (that is, CD-ROM) production, (4) the planned development of several new tape distribution services and two major new microform products, and (5) the benefits derived from enhancement of CDS's marketing program in fiscal 1990.

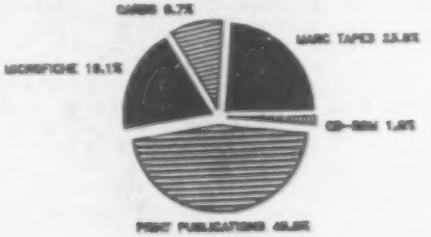
In 1989, the major accomplishments of the Cataloging Distribution Service included the development of the Library's first multiple-disk CD-ROM product (CDMARC Names), the release of three new tape distribution services (Hebrew, Manuscript Collections and Computer Files records), preparations for the release of the six-million-record Copyright Cataloging database in a 1990 tape distribution service, implementation of the first phase of an important enhancement to the Library's internal electronic transfer system, and a significant Western European marketing initiative centered around the annual conference of the International Federation of Library Associations in August, 1989.

For fiscal 1991, CDS's management objectives are directed towards: (1) supporting CD-ROM production on an ongoing basis; (2) maintaining a solid marketing program so that the library and information community will be better informed about the Library's products and services; (3) exploring new and innovative methods for sharing Library of Congress data; and 4) returning additional earned receipts to cover all expenses related to the first three objectives.

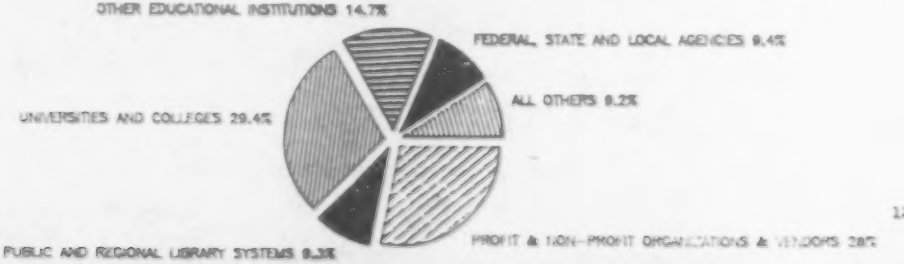
The Library is requesting a total of $9,626,228 in fiscal 1991 to support this program. This includes $191,400 for price level increases and $626,000 for expanded services. These increases are offset by the proposed increase of $971,000 in the earned receipt requirement.

4. CONSTITUENT SERVICES
   B. Cataloging Distribution Service

The Cataloging Distribution Service, or CDS, is the distribution arm for the Library's bibliographic and technical data. CDS develops, produces, markets, and distributes products and services for the Library of Congress to the national and international information communities. These products and services, derived primarily from the cataloging operations of the Library, include computer tapes, catalog cards, print publications, computer-output microfiche, and now optical disks (CD-ROM). Total sales for 1989 reflect these categories in the following proportions:



In 1989, CDS's active customer base included approximately 39,000 mailing addresses in the United States and abroad. CDS customers represent all segments of the information community, as illustrated by the following chart:


OTHER EDUCATIONAL INSTITUTIONS 14.7%
FEDERAL, STATE AND LOCAL AGENCIES 9.4%
ALL OTHERS 9.2%
UNIVERSITIES AND COLLEGES 29.4%
PUBLIC AND REGIONAL LIBRARY SYSTEMS 9.3%
PROFIT & NON-PROFIT ORGANIZATIONS & VENDORS 28%

4. **CONSTITUENT SERVICES**
B. Cataloging Distribution Service

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
Cataloging Distribution Service	150	$ 8,808,828	150	$ 9,626,228		+$ 817,400
Less: CDS receipts		-5,629,000		-6,600,000		- 971,000
	150	$ 3,179,828	150	$ 3,026,228		-$ 153,600

From 1901 to fiscal 1978, the Library returned earned receipts from this program to the Treasury of the United States. All funds necessary to operate the Service were appropriated by the Congress. In 1977, the Senate with the concurrence of the House amended 2 U.S.C. 150 to allow earned receipts to be credited to the appropriation for necessary expenses for the preparation and distribution of catalog cards and other publications of the Library, effective October 1, 1977, and with a ceiling of $6,500,000 (pages 54-55, Senate Report 95-338, accompanying H.R. 7932, Legislative Branch appropriation, 1978). In fiscal 1984, Congress approved a reduction of the ceiling to $4,300,000, based on a substantial decrease in the number of card orders and the transition to computer output microform for some of the Library's major publications. In fiscal 1987 that ceiling was raised to $4,700,000, in fiscal 1985 the ceiling was raised to $5,000,000, and in fiscal 1990 the ceiling was raised to $5,700,000.

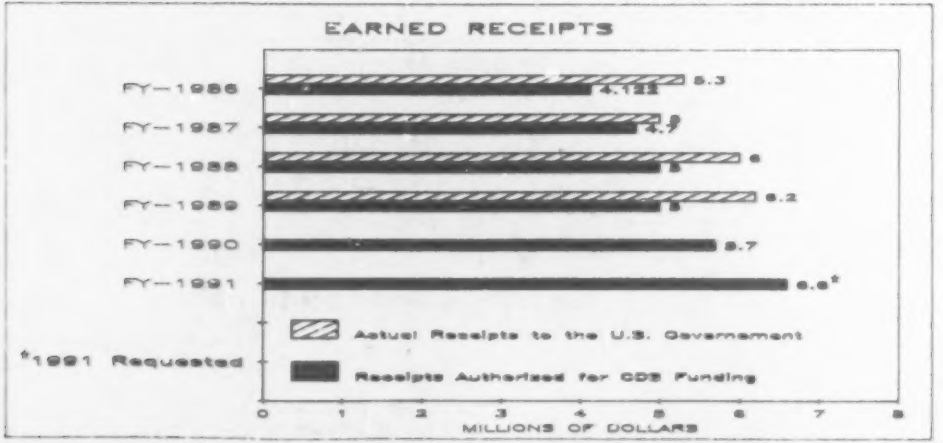
For fiscal 1991, the Cataloging Distribution Service intends to offer for sale both the Library's Music Catalog and the New Serial Titles cooperative catalog compiled into a ten-year cumulation in the microfiche format. In addition, there is growing demand for distribution of the Library's cataloging manuals; in fiscal 1991, the Library intends to release for publication its own Descriptive Cataloging Manual and several new classification schedules. Other product initiatives include subject-oriented bibliographies in print or on CD-ROM, foreign language versions of the USMARC formats documentation, machine-manipulable, catalogers' manuals in CD-ROM format, as well as other enhancements to the Library's already established CD-ROM products. It is being projected that the Cataloging Distribution Service will earn approximately $6,600,000 in earned receipts from the distribution of its bibliographic products and services in FY 1991. The increase of $900,000 over FY 1990 will result primarily from the continued expansion of optical disk (that is CD-ROM) production, the planned development of several new tape, print and microform products, the inclusion in prices of previously subsidized distribution costs, and the benefits derived from enhancement of CDS's marketing program in fiscal 1990. Therefore, it is requested that Congress raise the earned receipt ceiling to $6,600,000 in order to apply an additional $900,000 in collections to offset the appropriation.

4. CONSTITUENT SERVICES
   B. Cataloging Distribution Service

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

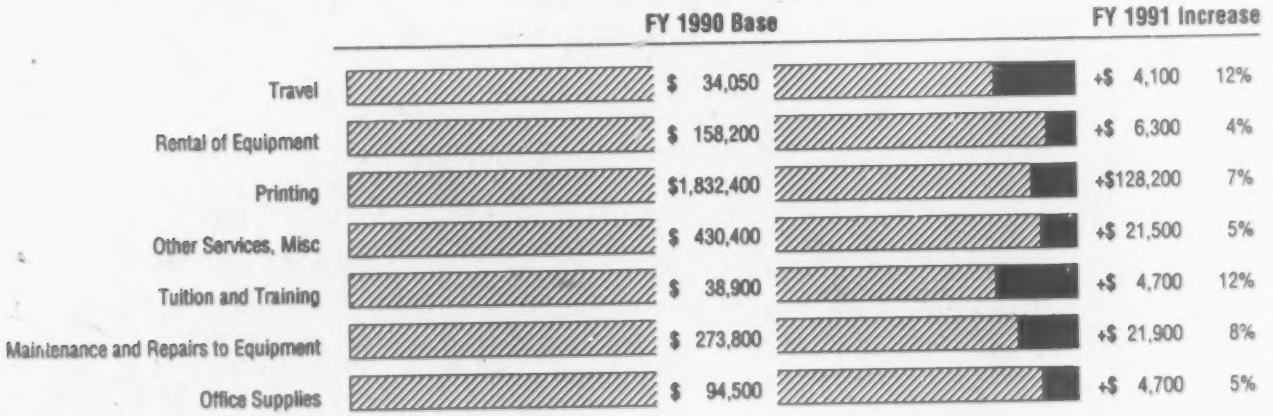
CDS receipts (continued)



4. CONSTITUENT SERVICES
B. Cataloging Distribution Service

Justification of Increases and Decreases

	FY 1990 No.	FY 1990 Amount	FY 1991 No.	FY 1991 Amount	Increase No.	Increase Amount
(2) Non-personal services		$3,768,800		$4,586,200		+ $817,400
Price level						+ $191,400



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4. **CONSTITUENT SERVICES**
B. Cataloging Distribution Service

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
(2) Non-personal services (Continued)						
Growing Workload						+$ 626,000

New Product Initiatives
Printing Publications .....+ $483,000
Other Services, Miscellaneous .....+ 143,000
+ $626,000

In order to support the development, production and distribution of new product initiatives to be sold by the Cataloging Distribution Service an increase of $626,000 is being requested. During FY 1991, the Library's Music Catalog and the New Serial Titles cooperative catalog will each be compiled into a ten-year catalog in microfiche format. The cost of the New Serials Titles cumulation will be over and above the production costs for the annual subscription. In addition,. there is growing demand for distribution of the Library's cataloging manuals; in fiscal 1991, the Library intends to release for publication it's own Descriptive Cataloging Manual and several new classification schedules. Other products to be inaugurated include subject-oriented bibliographies in print or on CD-ROM, foreign language versions of the USMARC formats documentation, machine-manipulable catalogers' manuals in CD-ROM format, as well as other enhancements to the Library's already established CD-ROM products. Also, in order to initiate an active publishing program for machine-readable formats, a goal given high priority in the Library's Transition plan, the Library will need $48,000 to contract assistance in scanning converted printed data to digital form. To support production of these various new and expanded products an increase of $483,000 is requested for printing or replication and $95,000 is requested for development and design. These increases will be offset by increased sales as reflected in the increased level of the earned receipts.

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LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. CONSTITUENT SERVICES
B. Cataloging Distribution Service

Additional Information

	FY1990 Budget	FY1991 Estimate	1991 Increase			
			Price Level	Growing Workload	TOTAL	
2101 Regular Travel	19,700	22,100	2,400		2,400	
2102 Attendance at Meetings	6,200	6,900	700		700	
2103 Local Travel	200	200			0	
2108 Travel - User Group	8,150	9,150	1,000		1,000	
2201 Transportation of Things	4,050	4,050			0	
2301 Postage	509,500	509,500			0	
2310 Local Telephone	44,300	44,300			0	
2320 Long Distance Telephone	10,000	10,000			0	
2327 Teletype, etc.	1,600	1,600			0	
2330 Rental of Equipment	158,200	164,500	6,300		6,300	
2340 Rental of Computer Software	120,600	120,000			0	
2360 Rental, Miscellaneous	1,500	1,500			0	
2410 Printing, Forms	20,000	21,400	1,400		1,400	
2412 Card Printing	300,000	321,000	21,000		21,000	
2420 Printing, Publications	1,137,400	1,700,000	79,600	483,000	562,600	
2422 National Union Catalog	375,000	401,200	26,200		26,200	
2430 Photoduplication	2,600	2,600			0	
2440 Offset Reproduction	5,000	5,000			0	
2501 Other Services, Misc.	430,400	594,900	21,500	143,000	164,500	
2520 Tuition and Training	38,900	43,600	4,700		4,700	
2540 Security Investigations	800	800			0	
2550 Professional & Consultant Service	15,000	15,000			0	
2560 Maintenance & Repair to Equipment	273,800	295,700	21,900		21,900	
2563 Maintenance of Computer Software	78,000	78,000			0	
2601 Office Supplies	94,500	99,200	4,700		4,700	
2610 Computer Software	10,000	10,000			0	
2611 Automation Supplies	104,000	104,000			0	
Total, Non-personal Services	3,768,800	4,586,200	191,400	626,000	817,400	127.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

5. **LAW LIBRARY**

Summary

	FY 1990 Enacted		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions:						
Permanent	102	$ 3,881,286	112	$ 4,509,227	+10	+$ 473,942
Unfinanced		----		----		+ 153,999
	102	$ 3,881,286	112	$ 4,509,227	+10	+$ 627,941
(2) Non-personal services:						
Price level		$ 112,675		$ 116,175		+$ 3,500
Growing workload		----		33,500		+ 33,500
		$ 112,675		$ 149,675		+ 37,000
Total, Law Library	102	$ 3,993,961	112	$ 4,658,902	+10	+$ 664,941

Price level		+ $ 3,500
Growing workload	+10	+ 661,441
Total		+ $ 664,941

5. LAW LIBRARY

General Statement

The Law Library is the only comprehensive legal research library of the United States Government. Its staff of 102, who are competent in a total of over 50 official languages and many of whom hold American and foreign bar membership, provide direct research service to Congress in foreign, international, and comparative law and support the Congressional Research Service in American law.

~~In addition~~ to Members and Committees of Congress, the Law Library staff also supplies officers of the legislative branch, Justices of the Supreme Court and other judges, members of the Departments of State and Justice, and other federal agencies with bibliographic and informational services, background papers, comparative legal studies, legal interpretations, and translations. Furthermore, insofar as its congressional priorities permit, the Law Library makes its collections and services available to a diverse community of users--the foreign diplomatic corps, international organizations, members of the bench and bar, educational institutions, nongovernmental libraries, legal service organizations, and the general public.

In fiscal 1991, the Law Library's major new objectives are: (1) To improve our effectiveness and efficiency through the increased development and utilization of foreign legal research data bases; (2) To increase the number of legal specialists in order to reduce the ratio of jurisdictions covered and thereby expedite research service to Congress; (3) To increase our legal research support personnel to provide more timely service to Congress and the nation; and (4) To expand reference and research service in the Law Library Reading Room by using library technicians rather than reference librarians for some of the circulation and shelving activities.

The Library is requesting a total of $4,658,902 to support the Law Library in fiscal 1991. This amount provides $473,942 for 10 positions, $153,999 for 3 unfinanced positions, $3,500 for inflationary costs in non-personal services, and $33,500 for growing workload increases.

5. LAW LIBRARY

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions	102	3,881,286	112	4,509,227	+10	+ $627,942
a. To provide funding for a GS-13 Automation Supervisor and two GS-11 Digesters					+ 3	+ $130,436

Our experiences with automated research in the Hispanic Law Division and recommendations in various studies of the Law Library, including those of the L.C. Management and Planning Committee, the Arthur Young & Company consultants, and the focus frameworks of the various transition service units, constitute strong arguments for further automation.

We need to create foreign legal research data bases for the areas of the world other than the Hispanic area, and we need to expand our capacity in the use of existing Law Library data bases. These are two most obvious areas where financial support will have a positive and immediate impact on the work carried out in the Law Library. In view of our increased workload and because our initiative in the Hispanic Law Division has been successful, there is no rationale for our having online legal research capacity in only one part of the world.

The work in the Hispanic Law Division involves the nearly full-time use of two analysts, an editor/indexer, and a fair portion of the chief's time. Our use of outside data bases is also embryonic and limited primarily to those devoted to American law.

We currently lack the personnel, the hardware, and the software to make progress in either the development of other foreign legal databases or to make sufficient progress in our ability to exploit our existing data bases. Although to help us cover the entire world for Congressional research needs it would be most logical to have a digester/analyst and editor/indexer in each of our five foreign law divisions, we realize that a more realistic approach would be to employ two digester/analysts who would be given the responsibility of attempting to stretch automated research support to all of the currently uncovered areas of foreign legal sources.

6. LAW LIBRARY

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

(1) Positions (Continued)

An essential part of this effort is a liaison officer in the Office of the Law Librarian who would perform the overall planning and management of this project. The responsibilities of such a person would include: planning, supervising, and providing technical support for the automation components in each of the five divisions; reviewing the content of the material input would remain with the division chiefs.

b. To provide funding for four GS-14 Legal Specialists..... +4 +256,543

Coverage for foreign law research in the Law Library is stretched very thinly as of this writing. As a result, the existing staff of foreign law specialists are unable to provide timely legal reference, research, and analysis on the law of every country in the world while at the same time also contributing to the acquisition program and maintenance of the collection sufficient to support that mission. This is particularly true when normal turnover in staff requires a specialist to temporarily expand the number of jurisdictions for which he or she is responsible until a vacancy can be filled. Some of our legal specialists are responsible for the law of fifteen jurisdictions or more and for maintenance of the corresponding collections, and yet we have to ask them to cover even more areas of the world. While we may feel some jurisdictions seem rather exotic and unimportant, the headlines often prove us wrong, and we suddenly find Congress asking us about Lithuania, Afghanistan, or some other area that is far from constituting a "world power."

Achieving a familiarity with legal sources is often difficult, but achieving a good working knowledge of the Law Library's vast collection of foreign legal sources requires a great deal of time and effort that continuity of staffing could reduce: we want to take advantage of the years of experience gained by our older staff by having them train newer specialists in the many intricacies of investigation that our research and collection work confront us with on a daily basis. People come to us versed in the law of their own primary jurisdictions, but it can take them 6 months to a year to learn their way around the library's sources, and it takes them a much longer time to be trained to handle all the secondary jurisdictions for which they must assume responsibility.

8. LAW LIBRARY

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

(1) Positions (Continued)

Four of our legal specialists range in age from 68 to 80. We cannot reasonably expect them to be employed very much longer. Nearly half of the specialists (i.e. 13) are 56 or over. We want to avoid a crisis in coverage before it happens. It is not unusual to spend up to three years to recruit for a new foreign legal specialist. We must recruit first for an American citizen; failing that effort, we must undertake the costly and time-consuming effort of recruiting worldwide. The time to fill such positions can be complicated and extended by the visa status of a potentially successful foreign applicant that may require lengthy paperwork at our end to bring the person on board.

As a matter of efficiency and due to the difficulties associated with filling vacancies in foreign legal specialist positions, we have made and will continue to make increasing use of automated legal research, research assistants, editors and other support staff, but there is a limit to the efficacy of such measures.

American-British Law Division: Three foreign law specialists are now responsible for fifty-five (55) jurisdictions. We request an additional foreign legal specialist position who would be devoted to Australia, New Zealand and the Pacific Area to correspond with the emergence of the region as a major trading area for the United States. Expanded use of the Law Library Reading Room reference librarians and other anticipated efficiencies eliminate the need for more than one specialist position.

Near Eastern and African Law Division: Four foreign law specialists are now responsible for fifty-nine (59) jurisdictions. Multijurisdictional coverage is made more difficult by the problems associated with identifying and acquiring legal materials for the countries in the area, by the frequent need to include religious law, customary law, or other cultural information in a response to place the analysis in context, and by the fact that even requests that can be answered by providing the language of a statute or case or sending information from a secondary source often have to be translated before the requester can use them. We request a new position which would be responsible for either the Arabic-speaking countries, French- and Italian-speaking African countries, or English-speaking countries in Africa.

5. LAW LIBRARY

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

(1) Positions (Continued)

Hispanic Law Division: Three foreign law specialists are now responsible for twenty-nine (29) Hispanic jurisdictions.

Far Eastern Law Division: The challenge to provide timely service with respect to matters within the jurisdiction of the Far Eastern Law Division spring more from the level of demand and complexity of analysis required than from the ratio of foreign law specialists to jurisdictions (1:4). We request a new foreign law specialist position for the countries of Japan, China, Thailand and Indonesia.

European Law Division: The ratio of legal specialists to jurisdictions is 1:4 and thus an additional position is requested here and would be devoted to coordinate and deal with the questions associated with the European Economic Community.

c. To provide funding for one GS-6 Library Technician ..... +1 $23,154

Over half of the reference librarians' time is devoted to circulation duties associated with requesting and receiving materials from the stack area and a substantial portion of the remainder to reshelving and filing and other technical duties. Moreover, we have attempted to encourage expanded use of microform material in the interests of timely service and preservation. Our efforts have been hampered, however, by the fact that we are unable to house microforms close to the area assigned to the reading room reference librarians or to assign a reference librarian to the microform area. We request an additional library technician to permit more flexibility in scheduling and placement of existing staff. With an additional technician we could staff the microform area and relieve our reference librarians of some of their circulation and shelving tasks. The time gained would allow the reference librarians in turn to devote more time to research reference requests and to provide their responses in a more timely and cost effective way. The net result would also contribute to expediting the services provided by the foreign law specialists of the American-British Law Division.

8. LAW LIBRARY

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions (Continued)						
d. To provide funding for one GS-11 Editor and one GS-7 Secretary					+2	+$63,809

In view of our having lost support personnel and of our desire to increase efficiency through automation, the need for a minimal increase in support personnel is essential. Simply put, the support staff gets the work out and we cannot make any program or effort successful without adequate editorial, clerical, and production help at the end of each operation. As in the rest of government, we are experiencing the same difficulty in keeping adequately trained support staff on board, and the training of our support staff, while less complex than that for legal specialists, is also more intricate due to the variety of foreign languages and cultures represented here as compared to an average office.

e. To provide funding for three positions which are unfinanced because of the FY 1990 budget cuts and pay raise absorption.....					[3]	$153,999
Two GS-14 Hispanic Legal Specialists.....		$128,271				

The two vacant Legal Specialist positions have had the following adverse effects on the work of the Hispanic Law Division:

- It has resulted in the Division's inability to respond in timely fashion to requests for legal information from virtually all requesters. Particularly affected have been the many requests for information from the Departments of Justice (including the Immigration and Naturalization Service), State, and Labor. The result has been an unprecedented backlog of Executive Branch requests which cannot be filled in a timely manner (20 requests pending).

- Responses to requests for information from the public have had to be dismissed rather summarily, or delayed immensely. This applies generally both to written and telephoned requests for information, as well as to the requests from readers visiting the Hispanic Law Division.

5. LAW LIBRARY

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

(1) Positions (Continued)

- It has also resulted in a general inability to keep up with routine collection maintenance, which in the long run seriously affects our ability to provide timely and accurate response to Congressional and other requests for information.

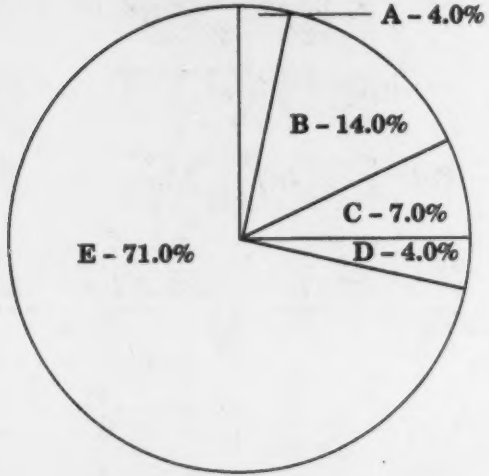
- Due to the pressure created by the staff shortages, we have been virtually unable to do any anticipatory studies, even when future interest by the Congress and other U.S. government agencies is a virtual certainty.

One GS-7 Administrative Secretary ..... + $25,728

The inability to fund the Division Secretary position in the Far Eastern Law Division is an especially acute problem. The Division's service to Congress, the judiciary, and the executive branch is being impaired because the incumbent of this position is needed to track and log research requests, type reports, and make sure they are sent out in a timely manner. In addition, the Division filing system, which contains substantive reports which must be referred to quickly and efficiently to reply to inquiries, is not being kept up to date.

LAW LIBRARY

Current Accessibility Via Data Bases to Foreign Law Jurisdictions*



A. Percentage of jurisdictions Law Library can access through outside legal databases.
B. Percentage of jurisdictions Law Library can search through its Index to Latin America Legislation.
C. Percentage of jurisdictions with automated databases that cannot be accessed by Law Library.
D. Percentage of jurisdictions now experimenting or planning for automated databases.
E. Percentage of jurisdictions with no databases available. To be created by the Law Library with appropriate funding.

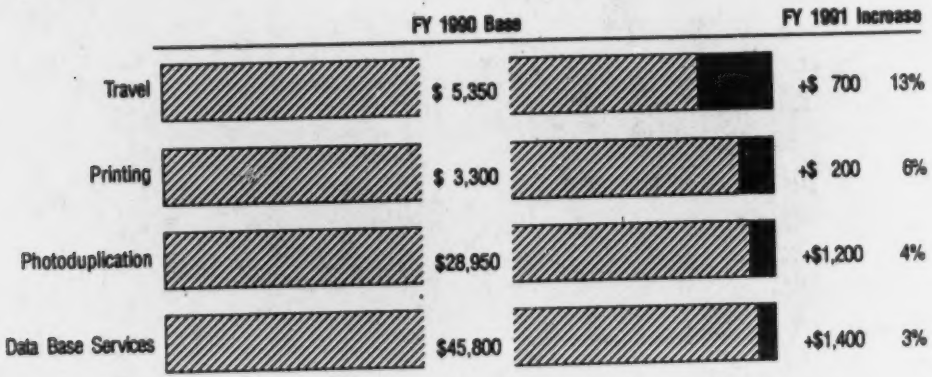
136.

* Law Jurisdictions: Recognized countries and their provinces, territories, states, or other subunits.

5. LAW LIBRARY

Justification of Increases and Decreases

	FY 1990 No.	FY 1990 Amount	FY 1991 No.	FY 1991 Amount	Increase No.	Increase Amount
(2) Non-personal services		$112,675		$149,675		$37,000
Price level						+$ 3,500



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5. LAW LIBRARY

Justification of Increases and Decreases

	FY 1990 No.	FY 1990 Amount	FY 1991 No.	FY 1991 Amount	Increase No.	Increase Amount
(2) Non-personal services (Continued)						
Growing Workload						+$33,500
Regular Travel		$10,500				
Recruitment Advertising		3,000				
Consultants		20,000				
Total		$33,500				

Travel $10,500

To increase Regular Travel by $10,500 for recruitment, foreign acquisition work, and field research on legislative issues. Recruitment for positions classified in the 095 series (Foreign Law Specialist) has traditionally been very difficult. The fact that many of the present incumbents are or will soon be eligible for retirement is a source of great concern. Funding for foreign acquisition trips has not been adequate for several years, which has resulted in lost opportunities to acquire materials and possibly permanent gaps in our collections.

The analysis the Law Library's foreign law specialists provide Congress involve not only a knowledge of the law but a familiarity with the administration of the law in various foreign countries. When disruptions in China, occurred several members of the Far Eastern Law Division were on annual leave in the area. Their experience permitted a level of service that would not otherwise have been possible. This experience further underscored our need for additional travel funds to support field research.

Other Services, Miscellaneous ..... $ 3,000

To fund advertisements for intensified recruitment efforts to fill critical vacancies anticipated among our aging, foreign legal specialist staff.

5. LAW LIBRARY

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

(2) Non-personal services - Growing Workload (Continued)

Professional and Consultant Services $20,000

While we make the best attempt we can to cover every area of the world, there are areas for which we simply cannot maintain a full-time specialist. Therefore, we need to engage consultants or experts on a non-personal basis to produce legal analysis. This is particularly true in areas in which we do not have legal expertise or where a little known language or in depth knowledge of a highly specialized subject field is required.

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5. LAW LIBRARY

Additional Information

New Positions Requested

	Salaries	Benefits	Total
1 GS-13 Automation Supervisor	$ 42,601	$11,673	$ 54,274
2 GS-11 Digesters @ $29,891	59,782	16,380	76,162
4 GS-14 Legal Specialists @ $50,342	201,368	55,175	256,543
1 GS-6 Library Technician	18,174	4,980	23,154
1 GS-11 Editor	29,891	8,190	38,081
1 GS-7 Secretary	20,195	5,533	25,728
10 new positions	$372,011	$101,931	$473,942

Unfinanced Positions Requested

[2] GS-14 Legal Specialists @ $50,342	$100,684	$27,587	$128,271
[1] GS-7 Secretary	20,195	5,533	25,728
[3] Unfinanced Positions	$120,879	$33,120	$153,999

24-782 O—86—30

5. LAW LIBRARY

Additional Information

	FY 1990 Budget	FY 1991 Estimate	1991 Change: Price Level	1991 Change: Growing Workload	1991 Change: TOTAL
2101 Regular Travel	$ 2,250	$ 8,850	$ 300	$ 8,300	$ 8,600
2102 Attendance at Meetings	3,100	3,500	400		400
2103 Local Travel	100	100			
2106 Acquisition Travel	600	4,800		4,200	4,200
2201 Transportation of Things	350	350			
2301 Postage	5,000	5,000			
2310 Local Telephone	14,500	14,500			
2320 Long Distance Phone	4,900	4,900			
2327 Teletype, etc.	550	550			
2330 Rental of Equipment	1,000	1,000			
2410 Printing, Forms	3,300	3,500	200		200
2430 Photoduplication	28,950	30,150	1,200		1,200
2501 Other Services, Miscellaneous	500	3,500		3,000	3,000
2520 Tuition and Training	1,050	1,050			
2550 Prof. & Consultant Services	725	20,725		20,000	20,000
2580 Data Base Services	45,800	47,200	1,400		1,400
Total, Non-personal Services	$112,675	$149,675	$3,500	$33,500	$37,000

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LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. **CULTURAL AFFAIRS**

Summary

	FY 1990 Enacted		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
A. Basic and Interpretive Programs						
(1) Positions	56	$ 2,344,130	59	$ 2,462,213	+3	+$ 118,083
(2) Non-personal services		913,190		1,256,590	+	343,400
Total, Basic and Interpretive Programs	56	$ 3,257,320	59	$ 3,718,803	+3	+$ 461,483
B. American Folklife Center						
(1) Positions	16	$ 727,992	17	$ 827,501	+1	+$ 99,509
(2) Non-personal services		179,303		222,203	+	42,900
Total, American Folklife Center	16	$ 907,295	17	$ 1,049,704	+1	+$ 142,409
Total, Cultural Affairs	72	$ 4,164,615	76	$ 4,768,507	+4	+$ 603,892

Mandatory		+ $ 66,135
Price level		+ 50,900
Growing workload	+1	+ 486,857
Total		+ $ 603,892

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6. **CULTURAL AFFAIRS**
A. Basic and Interpretive Programs

Summary

	FY 1990 Enacted		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions	56	$ 2,344,130	59	$ 2,462,213	+3	+$ 118,083
(2) Non-personal services:						
Price level		913,190		954,590	+	41,400
Growing workload		----		302,000	+	302,000
		913,190		1,256,590	+	343,400
Total, Basic and Interpretive Programs	56	$ 3,257,320	59	$ 1,256,590	+3	+$ 461,483

Price level		+ $ 41,400
Growing workload	+3	+ 420,083
Total		+ $ 461,483

6. **CULTURAL AFFAIRS**
A. Basic and Interpretive Programs

General Statement

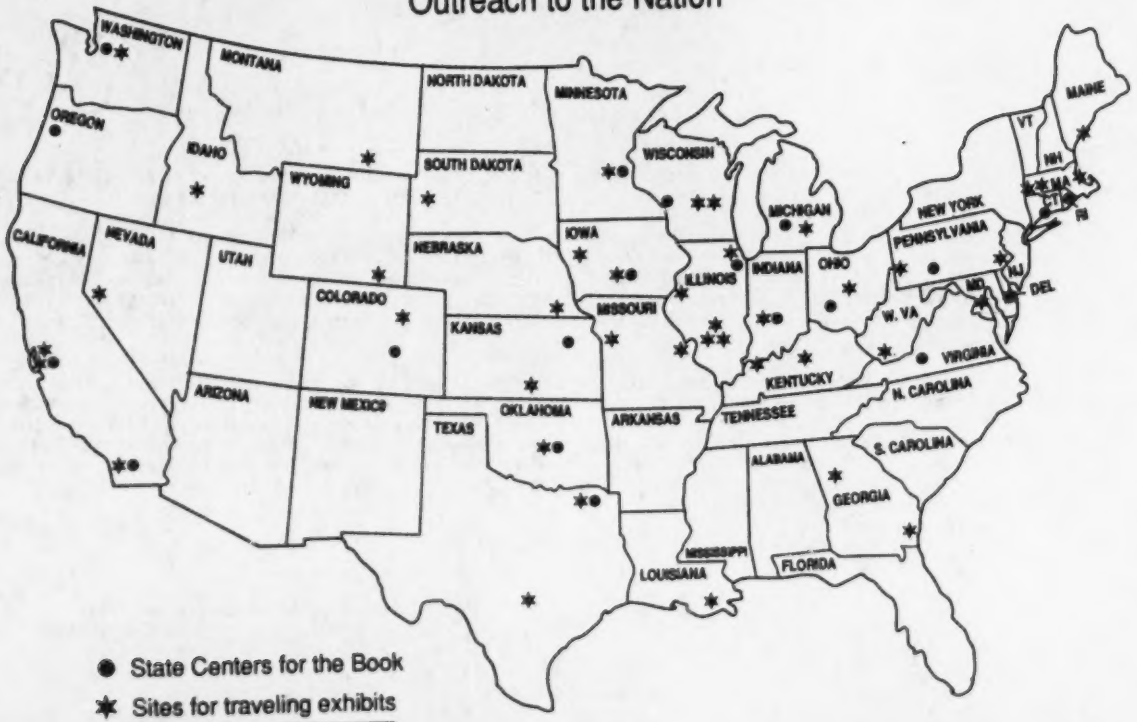
The Cultural Affairs Service Unit brings together a variety of reinforcing programs that carry out the Library's strategy to promote creativity and interaction between people and ideas; to celebrate the life of the mind by sponsoring basic research in the Library's collections; and to interpret the American experience and the world's cultural legacies to a broader audience. Seven organizational units will implement this strategy: the Office of Communications, the Office of Development, the Office of Scholarly Programs, the American Folklife Center, the Center for the Book, the Office of Special Events and Public Programs, and the Office of Interpretive Programs.

This Service Unit is requesting additional resources in fiscal 1991 to enable it to interpret and exhibit the Library's unique resources and cultural identity for students, teachers, and the general public across the nation who cannot come to Washington, D.C.; to launch new initiatives in the area of scholarship through the publication and dissemination of scholarly works on the collections; and to develop programs that enhance interaction between scholars and Members of Congress and their staffs.

The Library is requesting a total of $3,718,803 to support these activities in fiscal 1991. This represents an increase of $118,083 for personal services and $343,400 for non-personal services.

LIBRARY OF CONGRESS

Outreach to the Nation



● State Centers for the Book

✱ Sites for traveling exhibits

FY 1990 - 1991

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6. CULTURAL AFFAIRS
A. Basic and Interpretive Programs

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions	56	$2,344,130	59	$2,462,213	+3	$118,083
Office of Interpretive Programs					+1	$ 38,081

One GS-11 Traveling Exhibits Coordinator. One of the Library's goals is to share its unique resources with individuals who cannot come to Washington, D.C.: students, teachers, and the general public in every state across the nation.

In fiscal 1989, with funding from the National Endowment for the Humanities and as an outgrowth of the highly successful exhibition, TO MAKE ALL LAWS, the Library launched a traveling exhibition which gave thousands of individuals in cities throughout the country the opportunity to participate in the celebration of the bicentennial of the United States Congress. Major exhibitions in the future -- e.g. Judaica, Vatican Treasures, D.C. Bicentennial, Columbus Quincentenary -- are excellent candidates to include as traveling exhibits to accomplish this goal of sharing resources with the American people.

The present staff is sufficient only for curating, design, and fabricating on-site exhibitions. There is no one available to handle the countless details involved in identifying and communicating with appropriate museums and libraries in all sections of the country, establishing the format in which an exhibit will travel, making all the arrangements, and monitoring the shipping and receipt. This position is essential to coordinate the traveling exhibition program in a cohesive, secure, equitable, and cost effective manner.

6. CULTURAL AFFAIRS
A. Basic and Interpretive Programs

Justification of Increases and Decreases

	FY 1990 No.	FY 1990 Amount	FY 1991 No.	FY 1991 Amount	Increase No.	Increase Amount
(1) Positions (continued)						
Office of Special Events and Special Programs					+1	+ $54,274

One GS-13 Special Events Coordinator. In its role as a national and international leader, the Library hosts an increasing number of specialized conferences, seminars, training programs, and other outreach activities concerning the major issues facing library and information services for the nation and the world. Also, major exhibitions involve special events attended by statesmen, Members of Congress, and well known individuals in business and education. These events have increased nearly 67 percent since 1986 when 114 events were held per year, while in 1989, 190 were held.

While the content aspects of the activities are handled by subject specialists, all these events require an enormous investment in support staff time to coordinate the myriad of detail: mailing lists, logistics planning, supplies, food service, press conferences, and publication of proceedings. In addition, these activities are requiring more sophisticated and complex planning for smooth execution. The two-person special events staff, supplemented on occasion using funds from exhibit sponsors, has provided basic, routine assistance; however, it requires the addition of this position to provide the coordinated support services desperately needed on an ongoing basis to assure the continuing success of the meetings and conferences.

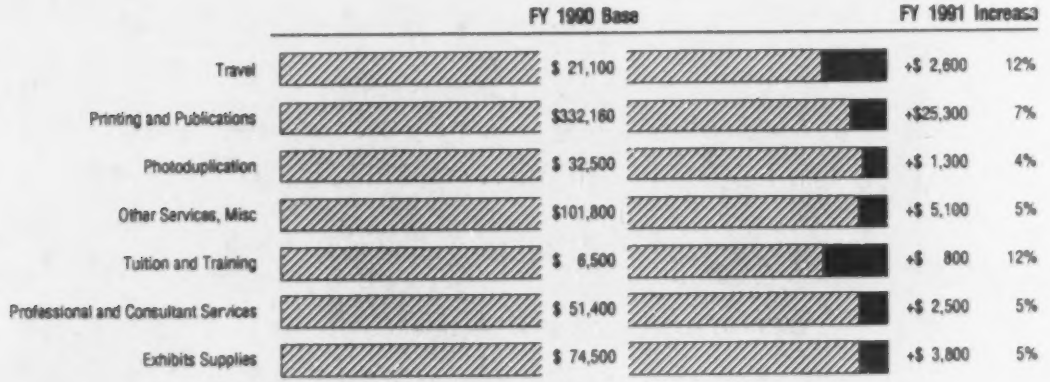
Office of Scholarly Programs					+1	+ $25,728

One GS-7 Secretary is needed in the Office of Scholarly Programs to provide administrative and clerical support for a newly created office. This support will free professional staff to proceed with enhanced liaison and new initiatives with the scholarly community, to attract staff and external scholars, and to facilitate scholars in doing basic research in the collections.

6. CULTURAL AFFAIRS
A. Basic and Interpretive Programs

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
(2) Non-personal services	--	$ 913,190	--	$1,256,590	--	+$343,400
Price level						+$ 41,400



6. CULTURAL AFFAIRS
A. Basic and Interpretive Programs

Justification of Increases and Decreases

	FY 1990 No.	FY 1990 Amount	FY 1991 No.	FY 1991 Amount	Increase No.	Increase Amount
(2) Non-personal services (continued)						
Growing Workload						+$302,000
Regular Travel		+ $ 32,000				
Transpcrtation of Things		+ 10,000				
Other Services, Miscellaneous		+ 80,000				
Printing Forms		+ 15,000				
Printing Publications		+ 55,000				
Professional & Consultant Services		+ 100,000				
Exhibit Supplies		+ 10,000				
		+ $302,000				
Travel		+ $ 32,000				

The current level of Cultural Affairs travel funding is inadequate, and $32,000 is requested as part of a major effort to broaden and invigorate the Library's sharing of itself and its collections with the nation and the world. These funds will enable Cultural Affairs staff to travel to libraries, museums, and other cultural institutions to establish cooperative efforts, to pursue publishing and scholarly program initiatives, and to raise monies to supplement appropriated funds. Funds will also be used to bring various participants in cultural programs to the Library. This will make possible the kind of interaction with national scholarly and cultural networks which is vital to the successful development, production, and presentation of cultural programs and events by the Library.

6. CULTURAL AFFAIRS

A. Basic and Interpretive Programs

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

(2) Non-personal services - Growing Workload (continued)

Transportation of Things ..... + $ 10,000

$10,000 is needed to cover expanded costs for shipping material lent for exhibition by other cultural institutions, and for packing, handling, shipping, and insurance for rare and valuable items on loan from foreign countries for exhibitions such as the upcoming exhibitions featuring the Vatican collections and the Columbus Quincentenary.

Other Services, Miscellaneous ..... + $ 80,000

$80,000 is required to design and produce an expanded number of exhibitions planned for FY 1991 and beyond. Expenses include drywall and exhibit case fabrication, silk-screening, typesetting, design and production of exhibit checklists, insurance, and related needs for exhibits and other interpretive programs. In addition, costs for adaptation and preparation of new exhibit space in the Jefferson Building will begin in FY 1991 and continue in succeeding years as the two older buildings of the Library become available again for exhibition.

A. CULTURAL AFFAIRS
A. Basic and Interpretive Programs

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

(2) Non-personal services - Growing Workload (continued)

Printing ..... + $ 70,000

$15,000 will enable the Public Affairs Office to update the various informational pamphlets and brochures about the Library and its goals and objectives in light of the new organizational structures to be in place by FY 1991. The new Office of Scholarly Programs and the Development Office will also need printing services to produce informational and promotional materials to publicize programs, raise funds, and encourage cooperative ventures. $25,000 will begin production of the first book in a series that will describe resources for research at the Library of Congress. Each book will focus on a particular subject, such as World War II, African-American History, or architecture, and the series will inform researchers and potential users about the vast resources available at the Library.

$30,000 will enable the Publishing Office to complete final production and printing of 2 major publications that were written and edited during fiscal year 1990 but could not be published due to budget shortfalls. This increase will restore the Library's publishing capability to fiscal year 1990 levels and enable it to maintain and promote quality information exchange between itself, the public, and a large scholarly community dependent on its resources.

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8. CULTURAL AFFAIRS
A. Basic and Interpretive Programs

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

(2) Non-personal services - Growing Workload (continued)

Professional and Consultant Services .... +$100,000

$60,000 is requested to expand the programmatic capacity of several offices within the Cultural Affairs Service Unit and to provide unique expertise on an as-needed basis. The new Office of Scholarly Programs needs funds to secure the services of scholars for getting research initiatives, assisting in the selection of Library of Congress Fellows, and participating in conferences and seminars. The Development Office needs to periodically engage consultants to assist it with specialized fundraising efforts. The projected expansion of public events at the Library calls for a variety of undertakings by the Office of Special Events and Public Programs, including engaging consultants to help plan and implement certain extraordinary events, designing a special events brochure, and developing special events fee schedules.

$40,000 will permit the expansion of the exhibition program which will require additional funds to contract for guest curators and researchers who generate exhibits, to pay the expenses of guest speakers and other participants at seminars and institutes, to produce traveling portfolios, and to sponsor lecture series and other events related to the exhibition themes.

8. CULTURAL AFFAIRS
A. Basic And Interpretive Programs

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

(2) Non-personal services - Growing Workload (continued)

Exhibit Supplies ..... + $10,000

In accord with the general expansion of the Library's exhibition program, $10,000 is requested to obtain additional exhibit supplies such as construction materials, frame stock, matboard, plexiglass, silkscreen printing supplies, photographic materials, lighting supplies, and book cradles as general support for existing exhibit spaces and the new exhibit areas that will open in the Jefferson Building.

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6. **CULTURAL AFFAIRS**
A. Basic and Interpretive Programs

Additional Information

New Positions Requested:	Salaries	Benefits	Total
1. Interpretive Programs:			
1 GS-11 Traveling Exhibit Coordinator ...	$ 29,891	$ 8,190	$ 38,081
2. Scholarly Programs:			
1 GS-7 Secretary	20,195	5,533	25,728
4. Special Events:			
1 GS-13 Special Events Coordinator	42,601	11,673	54,274
3	$ 92,687	$25,396	$118,083

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. CULTURAL AFFAIRS
A. Basic and Interpretive Programs

Additional Information

	FY1990 Budget	FY1991 Estimate	1991 Increase		
			Price Level	Growing Workload	TOTAL
2101 Regular Travel	16,450	50,450	2,000	32,000	34,000
2102 Attendance at Meetings	4,650	5,250	600		600
2103 Local Travel	390	390			0
2201 Transportation of Things	17,500	27,500		10,000	10,000
2301 Postage	236,650	236,650			0
2310 Local Telephone	15,660	15,660			0
2320 Long Distance Telephone	15,430	15,430			0
2330 Rental of Equipment	4,800	4,800			0
2410 Printing, Forms	53,400	72,100	3,700	15,000	18,700
2420 Printing, Publications	278,760	355,360	21,600	55,000	76,600
2430 Photoduplication	35,300	36,600	1,300		1,300
2501 Other Services, Misc.	101,800	186,900	5,100	80,000	85,100
2520 Tuition and Training	6,500	7,300	800		800
2550 Professional & Consultant Service	51,400	153,900	2,500	100,000	102,500
2680 Exhibit Supplies	71,400	85,000	3,600	10,000	13,600
2680 Misc. Supplies and Materials	3,100	3,300	200		200
Total, Non-personal Services	913,190	1,256,590	41,400	302,000	343,400

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LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. **CULTURAL AFFAIRS**
B. American Folklife Center

Summary

	FY 1990 No.	FY 1990 Amount	FY 1991 No.	FY 1991 Amount	Increase No.	Increase Amount
(1) Positions	16	$ 690,292	17	$ 721,766	+1	+$ 31,474
Special and Temporary		37,700		37,700		-----
Mandatory Items		----		66,135		+ 66,135
	16	$ 727,992	17	$ 825,601	+1	+$ 97,609
(2) Non-personal services:						
Price level		$ 179,303		$ 188,803		+$ 9,500
Growing workload		-----		30,500		+ 30,500
		$ 179,303		$ 219,303		+$ 40,000
(3) Staff Development and Recognition		----		$ 4,800		+$ 4,800
Total, American Folklife Center	16	$ 907,295	17	$1,049,704	+1	+$ 142,409

Mandatory items		+ $ 66,135
Price level		+ 9,500
Growing workload	+1	+ 66,774
Total		+ $142,409

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6. CULTURAL AFFAIRS
B. American Folklife Center

General Statement

The American Folklife Center was created by P.L. 94-201 in 1976 with a mandate to "preserve and present American folklife." In its first decade the Center established and refined its operating procedures, developed a coordinative role on behalf of folklife with Federal and state agencies and the private sector, initiated a program of documentary field research around the country, and launched a number of major projects for research, publication, exhibition, and dissemination. The Center has developed a national reputation by initiating demonstration projects with extensive public impact in various regions of the country; by inaugurating a broad spectrum of publications, reaching not only the scholarly world but all people and organizations concerned with grassroots culture; and by consultation in assistance to folk cultural efforts at the state and regional level.

The Center's Archive of Folk Culture, established in 1928 within the Library, manages the nation's most important archival collection of folk music and folklore and provides extensive day-to-day reference assistance to researchers and the general public. Since joining the Center in 1978, the Archive has experienced even greater demands upon its staff for services and professional expertise. The Center's request for fiscal 1991 will strengthen the Archive's staff capacity to provide processing services and maintenance of collections.

Key objectives for the Center in fiscal 1991 include: (1) completing a major field project documenting Italian-American cultural traditions in the American West and development of products--an exhibition, book, and associated activities, all a part of the Library's contributions to the Columbian Quincentenary; (2) proceeding with a long-range program to preserve, catalog, and disseminate in optical disk format the early disc recordings of American folk music and folklore in the Archive of Folk Culture, as a component of the Library's American Memory initiative; and (3) continuing to adopt current technology in providing the public easier access to the Archives collections.

The Library is requesting a total of $1,049,704 to support these activities in fiscal 1991. This is in accord with the authorization request approved by the Congress with the enactment of P.L.101-99. Increases requested are $99,509 for salaries and personnel support and $42,900 for non-personal services.

6. **CULTURAL AFFAIRS**
   8. American Folklife Center

Justification of Increase and Decreases

	FY 1990 No.	FY 1990 Amount	FY 1991 No.	FY 1991 Amount	Increase No.	Increase Amount
(1) Positions	16	$ 727,992	17	$ 825,801	+1	+$ 97,609
a. Mandatory increases						+$ 66,135
Ingrades						$ 7,243
Funds are requested to cover within grade increases:						
Salaries		$ 6,036				
Personnel Benefits		1,207				
		$ 7,243				
Annualization of pay raise						28,800
This increase is necessary to provide for annualization of the entire 1990 pay raise for General Schedule employees, effective in January 1990:						
Salaries		$ 24,000				
Personnel Benefits		4,800				
		$ 28,800				
Lift pay cap						3,000
In January 1991, rates of pay for supergrades will increase in accordance with the provisions of the Government Ethics Reform Act of 1989. Funds are requested to cover this increase.						
Salaries		$ 2,500				
Personnel Benefits		500				
		$ 3,000				
Annualization of unfunded position approved in fiscal 1990						13,162
Salaries		$ 10,331				
Personnel Benefits		2,831				
		$ 13,162				

6. **CULTURAL AFFAIRS**
B. American Folklife Center

Justification of Increase and Decreases

	FY 1990 No.	FY 1990 Amount	FY 1991 No.	FY 1991 Amount	Increase No.	Increase Amount
(1) Positions (continued)						
a. Mandatory items (continued)						
One extra day						$ 3,030
Fiscal 1991 has 261 days, one more than fiscal 1990.						
Salaries		$ 2,530				
Personnel Benefits		500				
		$ 3,030				
Pay raise, effective January 1991						10,900
This increase is necessary to provide for a 3.5 percent pay raise with 50 percent absorption effective January 1991.						
Salaries		$ 9,100				
Personnel Benefits		1,800				
		$ 10,900				

6. CULTURAL AFFAIRS
B. American Folklife Center

Justification of Increase and Decreases

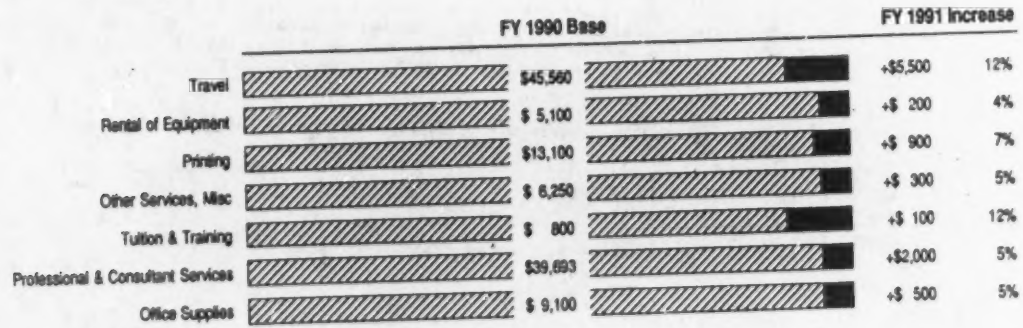
	FY 1990 No.	FY 1990 Amount	FY 1991 No.	FY 1991 Amount	Increase No.	Increase Amount
(1) Positions (continued)						
b. To provide processing assistance at the Archive of Folk Culture.....					+1	+$ 31,474

A new GS-9 Processing Assistant at the Archive if essential to assist in processing existing collections and new gifts that are coming to the Library on a regular basis. Library estimates indicate that the backlog at the Archive is valued at nearly $1 million. We are developing a new set of procedures, a restructuring of the existing system which will be more efficient and make the collections more accessible. If all of this work is to proceed with any efficiency it is going to require more than the services of one archivist, assisted by an occasional contract person or volunteer. All of the above is in jeopardy without the assistance of a new processing assistant.

6. **CULTURAL AFFAIRS**
B. American Folklife Center

Justification of Increase and Decreases

	FY 1990 No.	FY 1990 Amount	FY 1991 No.	FY 1991 Amount	Increase No.	Increase Amount
(2) Non-personal services		$ 179,303		$ 219,303		+$ 40,000
Price level						+$ 9,500



6. CULTURAL AFFAIRS
B. American Folklife Center

Justification of Increase and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
(2) Non-personal services (continued)						
Growing Workload						+$ 30,500

Offset Reproduction ..... + $ 8,500
Professional & Consultant Services . + 22,000
+ $ 30,500

Offset Reproduction ..... + $ 8,500

The Library requests an increase of $8,500 in the Center's budget for in-house printing, and those jobs subcontracted through the U.S. Government Printing Office. There has been a consistent increase in the demand for and production of Center-produced publications within the Library--newsletters, brochures, flyers, etc. These modest printing efforts are one of the principal means by which the Center communicates with its constituencies at the Federal, state, and local level.

Professional & Consultant Services . + $ 22,000

This allotment comprises the Folklife Center's "program funds," through which the Center initiates a variety of programs for research, public education, and outreach. Budgetary cutbacks have seriously eroded the allotment in the past few years, thus diminishing the Center's programmatic capacity. New initiatives will be less frequent. Projects such as the Italian-Americans in the West will require funding assistance from other sources for satisfactory completion in 1992. Conferences, workshops, and our popular outdoor concerts will be less frequent because of budgetary considerations and inflationary costs. The funds requested for fiscal 1991 will help the Center maintain its program of field documentation and public events interpreting American folklife.

6. **CULTURAL AFFAIRS**
B. American Folklife Center

Justification of Increase and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
(3) Staff Development and Recognition						+ $ 4,800

Tuition & Training ..... + $ 2,900

The staff of the American Folklife Center in the past has not been a heavy user of tuition and training largely because of the small amount available and the competitive situation it creates for so little. If the funds available are expanded as proposed the following courses would be useful.

Computer training - to develop expertise among Center staff so that they are not as dependent on others as they are now. Also computer training is necessary to make certain that the Center is getting maximum value from these instruments.

Advanced courses in archiving and processing of collections
Graphic design and production
Fund-raising
Personnel administration--advanced courses

Performance Awards ..... + $ 1,900

The availability of these funds would insure their disbursement for recognition of staff achievement, individuals, and groups.

A regularized system of staff awards would be a morale booster and contribute to increased productivity.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. CULTURAL AFFAIRS
B. American Folklife Center

Additional Information

New position requested	Salaries	Benefits	Total
1 GS-9 Processing Assistant	$ 24,705	$ 6,769	$ 31,474

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. CULTURAL AFFAIRS
B. American Folklife Center

Additional Information

	FY1990 Budget	FY1991 Estimate	1991 Increase		
			Price Level	Growing Workload	TOTAL
2101 Regular Travel	43,400	48,600	5,200		5,200
2102 Attendance at Meetings	2,160	2,460	300		300
2103 Local Travel	200	200			0
2201 Transportation of Things	1,400	1,400			0
2301 Postage	16,900	16,900			0
2310 Local Telephone	4,100	4,100			0
2320 Long Distance Telephone	10,000	10,000			0
2330 Rental of Equipment	5,100	5,300	200		200
2410 Printing, Forms	2,100	2,100			0
2420 Printing, Publications	13,100	14,000	900		900
2430 Photoduplication	3,200	3,200			0
2440 Offset Reproduction	6,200	14,700		8,500	8,500
2501 Other Services, Misc.	6,250	6,550	300		300
2520 Tuition and Training	800	3,800	100	2,900	3,000
2550 Professional & Consultant Service	39,693	63,693	2,000	22,000	24,000
2560 Maintenance & Repair to Equipment	2,000	2,000			0
2570 Performance Fees	4,200	4,200			0
2601 Office Supplies	9,100	9,600	500		500
2680 Misc. Supplies and Materials	100	100			0
3100 Books and Library Materials	200	200			0
3111 Sound Reproductions	2,000	2,000			0
3140 Equipment	7,100	7,100			0
Total, Non-personal Services	179,303	222,203	9,500	33,400	42,900

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

7. MANAGEMENT SERVICES

Summary

	FY 1990 Enacted		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
A. Library Management Services						
(1) Positions	550	$18,006,247	565	$18,963,497	+15	+$ 957,250
(2) Non-personal services		5,293,796		7,176,072		+ 1,882,276
Total, Library Management Services	550	$23,300,043	565	$26,139,569	+15	+$2,839,526
B. Building Rental - Off Capitol Hill						
(1) Positions	---	$ ----	17	$ 480,720	+17	+$ 480,720
(2) Non-personal services		2,144,000		7,330,900		+ 5,186,900
Total, Building Rental	---	$ 2,144,000	17	$ 7,811,620	+17	+$5,667,620
C. Automation						
(1) Positions	208	$ 9,460,821	216	$10,102,837	+8	+$ 642,016
(2) Non-personal services		12,195,442		16,067,742		+ 3,872,300
Total, Automation	208	$21,656,263 (6)	216	$26,170,579 (6)	+8	+$4,514,316
D. Office of the Librarian						
(1) Positions	30	$ 3,126,666	32	$ 3,198,035	+2	+$ 71,369
(2) Non-personal services		198,000		371,000		+ 173,000
Total, Office of the Librarian	30	$ 3,324,666	32	$ 3,569,035	+2	+$ 244,369
E. Civic Achievement Award Program						
(2) Non-personal services		$ 1,016,000		$ ----		-$1,016,000
Total, Management Services	788	$51,440,972 (6)	830	$63,690,803 (6)	+42	+12,249,831

Price level		+ $ 789,194
Growing workload	+42	+ 11,460,637
Total		+ $12,249,831

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

7. **MANAGEMENT SERVICES**
A. Library Management Services

Summary

	FY 1990 Enacted No.	FY 1990 Enacted Amount	FY 1991 No.	FY 1991 Amount	Increase No.	Increase Amount
(1) Positions - Permanent	550	$18,006,247	565	$18,963,497	+15	+$ 622,824
Unfinanced positions		----		----		+ 334,426
	550	$18,006,247	565	$18,963,497	+15	+$ 947,250
(2) Non-personal services:						
Price level		5,293,796		5,508,590		+ 214,794
Growing workload		----		1,667,482		+ 1,667,482
		5,293,796		7,176,072		+ 1,882,276
Total, Library Management Services	550	$23,300,043	565	$26,139,569	+15	+$2,839,526

Price level		+ $ 214,794
Growing workload	+15	+ 2,624,732
Total		+ $2,839,526

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7. MANAGEMENT SERVICES
A. Library Management Services (LMS)

General Statement

MISSION. The mission of Library Management Services is to serve the Library by leading it in introducing innovative management strategies and techniques; to work with Library service units in planning for, securing and managing the human and financial resources, the information systems, and the technologies and facilities that enable the Library to fulfill its mission.

Library Management Services is comprised of four directorates: Financial Services, Human Resources, Information Technology Services, and Integrated Support Services, as well as the Equal Employment Opportunity Complaints Office, and Personnel Security. Their missions are as follows:

EQUAL EMPLOYMENT OPPORTUNITY COMPLAINTS OFFICE: The Equal Employment Opportunity Complaints Office (EEOCO) is responsible for developing and executing the program and procedures for the resolution of complaints and charges of discrimination, including hearing procedures.

FINANCIAL SERVICES: The Financial Services Directorate (FSD) is responsible for centralized accounting, budget, and disbursing activities for all the Library's appropriations, gift and trust funds, and reimbursable activities. Reimbursable activities include providing accounting and disbursing services for the Congressional Budget Office, Office of Technology Assessment, John C. Stennis Center, and the Copyright Royalty Tribunal. FSD also prepares numerous financial and budget reports as required by the Congress, Treasury Department, State Department, Office of Management and Budget, General Accounting Office, and other external and internal authorities. FSD's Financial Accounting and Reporting System (FARS) is used by all of the Library's personnel to make resource availability and obligation decisions.

HUMAN RESOURCES: The Human Resources Directorate is responsible for providing leadership in formulating human resources policies and systems; for working with all Library of Congress service units in planning for, securing, and managing human resources at all organizational levels; and for promoting the Library's values through the development, administration, and evaluation of a comprehensive human resources program; and for initiating innovative human resources strategies and techniques aimed at providing the highest quality of service.

7. **MANAGEMENT SERVICES**
A. Library Management Services (LMS)

General Statement

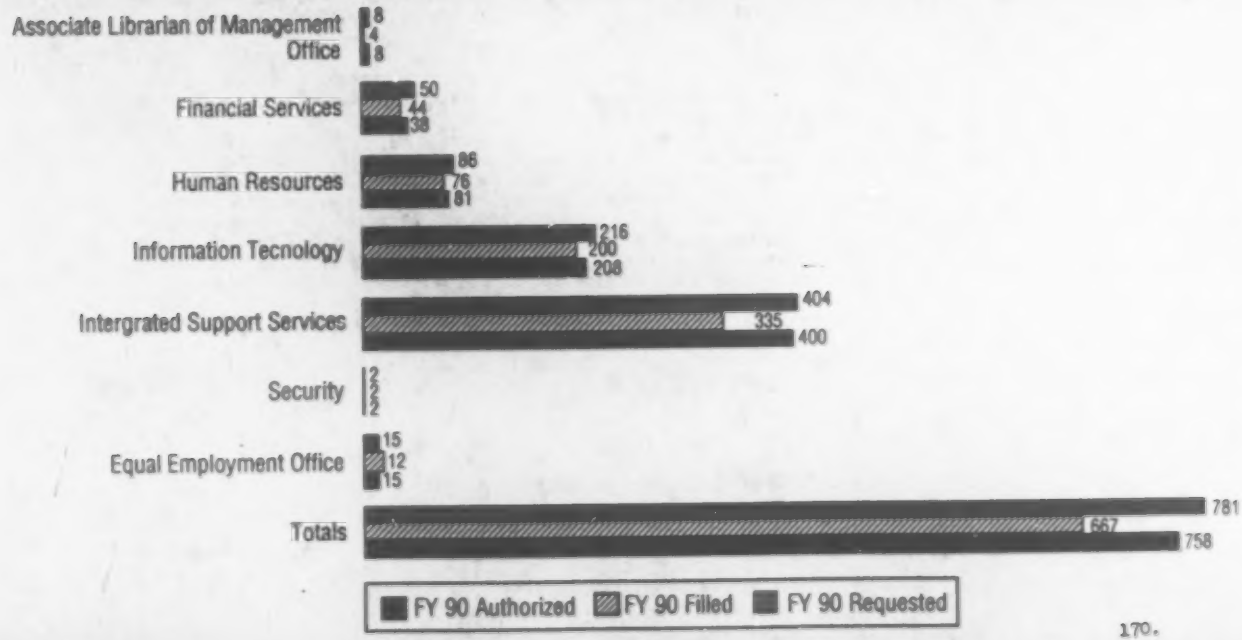
INFORMATION TECHNOLOGY SERVICES: See Management Services, Automation.

INTEGRATED SUPPORT SERVICES: Integrated Support Services (ISS) consolidates functions which support the physical needs and well-being of Library staff programs. They directly impact the Library's mission by providing facilities, equipment, supplies and services to other service units to assure an efficient, adaptable, safe and secure environment. ISS is comprised of Contracts and Logistics, Facility Services, Health Services, Office Systems Services, Project Support Services, Protective Services, and Safety Services.

PERSONNEL SECURITY: The Personnel Security Office administers the Library of Congress Personnel Security Program, which is based on Executive Order 10450, as amended. The functions of the Office include formulating and recommending policies and procedures relating to the personnel security field; determining position sensitivity; and initiating, resolving and adjudicating investigations on applicants and appointees to determine suitability for employment and/or eligibility for access to classified information.

FISCAL YEAR 1991 OBJECTIVES: Major new objectives for Library Management Services in Fiscal Year 1991 are to: (1) improve financial services to Library service units; (2) enhance the Library's ability to manage its human resources; (3) provide full year funding for the Library's use of the Department of Agriculture's personnel payroll system, and (4) improve the capacity of Integrated Support Services to support Library Service Units (e.g., additional health services, police services, etc). The Library is requesting a total of $26,139,569 to support this department in fiscal 1991. This amount provides $622,824 for 15 positions, $334,426 for underfinanced positions, and $1,882,276 for non-personal services.

Management Services Positions
Authorized , Filled and Requested



7. MANAGEMENT SERVICES
A. Library Management Services (LMS)

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions	549	$ 18,006,247	564	$ 18,963,497	+ 15	$ 957,250
a. Financial Services					+ 6	$ 359,124

As the Library's Inspector General recently stated, "the Financial Services Directorate (FSD) is in very serious trouble". FSD is not providing adequate services to its Library constituents and an ongoing General Accounting Office review has found that FSD is not following governmental accounting standards in a number of areas. FSD problems manifest themselves in the form of inadequate and untimely financial information, service complaints from internal and external customers (e.g., vendors complaining about timely invoice payments), unreconciled accounts, and a higher than normal employee turnover rate as well as low employee morale. FSD's problems have built up over a period of years as a result of inadequate management attention and insufficient resources. The Library has recently hired a new Director of FSD to rectify the first issue and is now seeking the following to begin to address the latter issue:

Funding for three GS-13 System Accountants and one GS-12 System Accountant to develop and implement improvements in the operation of FSD, prepare automated data processing requirements documents, document FSD office procedures, improve financial reporting and implement enhancements to FARS, respond to system-related inquiries and priority correspondence, evaluate FSD internal control structures and recommend improvements, determine the impact of new regulations and instructions from Treasury, OPM, and other external groups, and coordinate the implementation of these new rulings as appropriate, and assist in training FSD staff and other users in FSD systems.

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7. MANAGEMENT SERVICES
A. Library Management Services (LMS)

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

(1) Positions (continued)

Funding for one GS-12 Budget Analyst and one GS-7 Budget Clerk to improve the budget process by realignment of the staff according to client groups. Dedication of analysts to specific clients, combined with cross-training of analysts to be familiar with other clients, will permit complete programmatic analysis and improve the quality of service being provided to FSD's constituents. It will also assist in developing follow-on staff, since a number of the Budget Office analysts are eligible for retirement.

Funding ($23,000) for Temporary Help to provide clerical assistance, clear up reconciliation backlogs, and assist in transferring retirement records to OPM.

Funding for two unfinanced GS-7 Operating Accountants to improve the basic accounting services provided to the Library's service units and improve the monthly and annual financial reporting process. Timeliness and accuracy of the obligation status reports is absolutely critical for effective management of the Library's resources and these positions would assist in providing better service in this area. These positions would also assist the Library in improving its adherence to federal government accounting standards, which the Library has been found to be significantly deficient in by the General Accounting Office.

b. Human Resources: ..... + 5 $ 199,469

The conversion of the Library's current personnel and payroll systems to the National Finance Center's Personnel/Payroll System requires five (5) new positions (GS-6 Human Resource Assistants) to process personnel data. This number represents the minimum staffing increase necessary to bring our personnel/payroll staffing level up to

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7. MANAGEMENT SERVICES
A. Library Management Services (LMS)

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

(1) Positions (continued)

the ratio recommended by the National Finance Center: 1 personnel technician for every 300 employees, depending on the volume of the document flow. The additional 5 positions requested, when combined with current staff who will be assigned to the personnel/payroll function, will give Human Resources an acceptable, although higher ratio of 1 personnel technician for every 400 employees. This staffing increase is absolutely critical for the Human Resources Operations Office to effectively handle the personnel/payroll workloads.

Funding is also needed to finance two unfinanced GS-8 specialist positions. Lack of funding has resulted in unacceptable recruitment efforts, slower processing of personnel-related paperwork, and an inability to meet the needs of the service units.

c. Contracts and Logistics ..... + 1 $ 54,274

Contracts and Logistics Services needs a GS-13 Procurement Policy Administrator to centralize definitive procurement policy administration and to implement procedural modifications required by Federal Acquisitions Regulations. Additional workload generated by increased contracting and small procurement requirements precludes present staff from maintaining work levels while assimilating these legislative changes. Centralized guidance includes translating Government-wide acquisition requirements into specific Library of Congress operating procedures and regulations, developing agency policies, and formulating plans for the future.

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7. MANAGEMENT SERVICES
A. Library Management Services (LMS)

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions (continued)						
d. Health Services					+ 3	$ 123,241

Funding for 2 GS-11 Senior Nurse Practitioners and 1 GS-9 Nurse Practitioner to provide health services for staff and visitors in the Adams and Jefferson buildings. These services are presently only available in the Madison Building, and as a result, medical situations cannot be effectively handled at the other sites. For example, visitors and staff who require medical attention must now travel across the street. While this obviously poor situation is tolerable now, it will become completely unacceptable when the restoration is completed and the buildings are fully occupied.

e. Protective Services					+	$ 98,004

Funding for three unfinanced Police Officers (P-2) to provide for increased security patrols of the Library's three Capitol Hill buildings, and to provide expanded hours of coverage at certain essential posts such as entrances and renovation security access points. These positions are critical to the security of Library staff and collections.

f. Buildings Management Office					+	$ 102,366

Funding for five unfinanced (WG-3) Laborers to provide laboring support to Library operating elements. Lack of adequate funding results in service units not receiving timely response to their laboring requests which hinders the ability of the service unit to accomplish their stated missions and goals.

7. MANAGEMENT SERVICES
A. Library Management Services (LMS)

Justification of Increases and Decreases

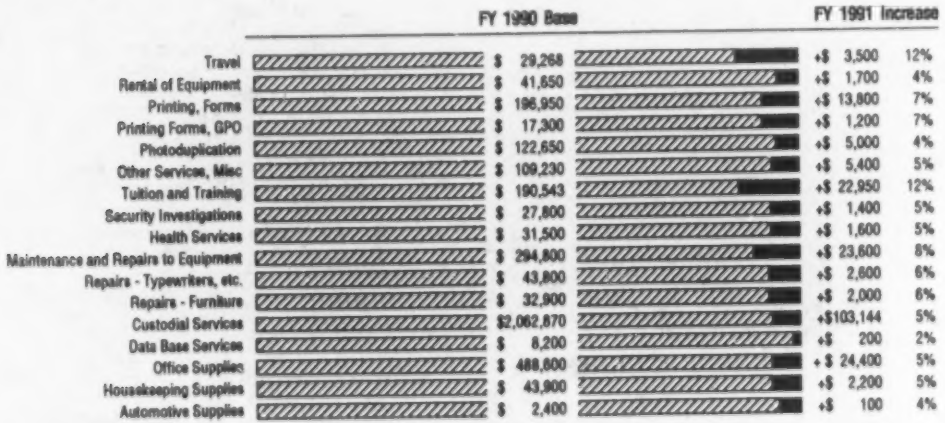
	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions (continued)						
g. Associate Librarian for Management					+	$ 20,772

Funding for one unfinanced clerical position (GS-5) to provide typing and receptionist support to the Office. This position will free higher level personnel from performing clerical duties so that they may concentrate on more appropriate duties for their grade levels.

7. **MANAGEMENT SERVICES**
A. Library Management Services (LMS)

Justification of Increases and Decreases

	FY 1990 No.	FY 1990 Amount	FY 1991 No.	FY 1991 Amount	Increase No.	Increase Amount
(2) Non-personal services		$ 5,293,796		$ 7,176,072		$ 1,882,276
Price Level						+$ 214,794


FY 1990 Base
FY 1991 Increase
Travel $ 29,268 +$ 3,500 12%
Rental of Equipment $ 41,650 +$ 1,700 4%
Printing, Forms $ 196,950 +$ 13,800 7%
Printing Forms, GPO $ 17,300 +$ 1,200 7%
Photoduplication $ 122,650 +$ 5,000 4%
Other Services, Misc $ 109,230 +$ 5,400 5%
Tuition and Training $ 190,543 +$ 22,950 12%
Security Investigations $ 27,800 +$ 1,400 5%
Health Services $ 31,500 +$ 1,600 5%
Maintenance and Repairs to Equipment $ 294,800 +$ 23,600 8%
Repairs - Typewriters, etc. $ 43,800 +$ 2,600 6%
Repairs - Furniture $ 32,900 +$ 2,000 6%
Custodial Services $2,062,870 +$103,144 5%
Data Base Services $ 8,200 +$ 200 2%
Office Supplies $ 488,800 +$ 24,400 5%
Housekeeping Supplies $ 43,900 +$ 2,200 5%
Automotive Supplies $ 2,400 +$ 100 4%

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7. MANAGEMENT SERVICES
A. Library Management Services (LMS)

Justification of Increases and Decreases

	FY 1990 No.	FY 1990 Amount	FY 1991 No.	FY 1991 Amount	Increase No.	Increase Amount
(2) Non-personal Services (Continued)						
Growing workload					+	$ 1,667,482

Travel	+	$ 30,940
Rental of Equipment	+	26,000
Printing	+	3,500
Photoduplication	+	5,000
Other Services, Miscellaneous	+	547,190
Services of Other Agencies	+	331,100
Training Contracts	+	3,000
Security Investigations	+	44,300
Health Services	+	2,980
Professional & Consultant Services	+	269,000
Maintenance and Repair to Equipment	+	57,520
Cleaning and Laundering	+	5,000
Custodial Services	+	233,986
Housekeeping Supplies	+	15,466
Uniforms	+	7,500
Training Supplies	+	5,000
Binding Supplies	+	80,000
	+	$1,667,482

7. MANAGEMENT SERVICES
A. Library Management Services (LMS)

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

(2) Non-personal services - Mission (continued)

Travel ..... + $ 30,940

Management Services is requesting an increase of $30,940 to fund regular travel to insure a smooth payroll conversion effort and evaluate other accounting processes and systems; recruitment-related travel; and travel related to training.

Printing ..... + $ 3,500
Photoduplication ..... + 5,000

To cover costs for printing for the Affirmative Action and Equal Employment Opportunity programs.

Miscellaneous Services ..... + $ 547,190

$304,000 is requested to contract for security services at the Library's Landover and Taylor Street annexes. This will allow Library police stationed at these facilities to return to Capitol Hill to fill required posts. Contract police are needed at each facility; i.e., 7 day/24 hour service at Landover and 5 day/16 hour service at Taylor Street. The freeing of Library police resources will enable us to staff required enforcement positions and patrols in Capitol Hill buildings which are not adequately staffed now.

7. MANAGEMENT SERVICES
A. Library Management Services (LMS)

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

(2) Non-personal services - Mission (continued)

$80,000 is requested to provide increased electronic security of high-value items which will be part of the Vatican and Rosenwald exhibits. The Library will be responsible for the security of these items while they are on loan. A portion of this money will also be used to provide protection at Phase II renovation areas separating Library-occupied space from contractor space.

The Library is requesting an increase of $111,230 to realign the base consistent with actual FY 1989 expenditures. This allotment provides funds for miscellaneous contracted services such as trash removal from Library buildings and carpet installation in all Library buildings, as well as for other services such as recruitment ads in various local and professional journals. Insufficient funding will adversely affect the Library's ability to recruit the most qualified candidates for key managerial positions, and have a detrimental effect on the office environment, sanitary conditions, and aesthetics of the Library's buildings.

The remaining $51,960 will be used to establish maintenance contracts for electronic security equipment in various Library buildings, and to contract for the design and preparation of an operations manual for use by Library police.

Services of Other Agencies .... + $ 331,100

The Library is requesting an additional $331,100 for costs associated with its continuing participation in the Department of Agriculture's personnel/payroll system. The new personnel/payroll system will be personnel driven under the direction of Human Resources. The majority of these funds is required to bring the Library's current base up to the estimated $122 per LC staff member per year costs charged by the National

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7. MANAGEMENT SERVICES
A. Library Management Services (LMS)

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

(2) Non-personal services - Mission (continued)

Finance Center (current base is $300,000). The remainder is necessary to cover the costs of leasing telecommunication lines and various printing and inquiry charges.

Training Contracts ..... + $ 3,000

To comply with the Computer Security Legislation, the Human Resources Directorate must conduct training for all employees responsible for the management and use of Federal computer systems that process sensitive information. Increased funds are required in order to conduct general briefings and in-depth seminars for all Library staff.

Security Investigations ..... + $ 44,300

The Library is requesting the increase to realign the FY 1991 base with actual expenditures. Expenditures for FY 1988 and 1989 totalled $57,611 and $73,256, respectively. It is envisioned that these figures will hold at about $73,500 in FY 1991, given new appointments to top management positions due to transition needs, revised sensitivity designations especially in ADP environments in keeping with the provisions of the Computer Security Act, and an effort to bring our reinvestigation program current.

Without this increase, the agency will be unable to timely conduct suitability and security investigations as required under E.O. 10450 and the Federal Personnel Manual. In addition, appointment actions will be delayed, which would have a detrimental impact on agency effectiveness.

7. MANAGEMENT SERVICES
A. Library Management Services (LMS)

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

(2) Non-personal services - Mission (continued)

Health Services ..... + $ 3,980

The increase is required to align the FY 1991 base with actual FY 1989 expenditures. $2,100 is required to fund Fitness for Duty Examinations of staff at an estimated cost of $1,000 per employee. These examinations are conducted outside the Library to ensure that Library staff are physically capable of performing their assigned duties.

$880 is required to provide ongoing medical surveillance of Library staff who may have been exposed to asbestos in the Jefferson and Adams buildings during the renovation construction activity. The examination is performed in two parts: a yearly clinical evaluation and an X-ray every 5 years.

Professional & Consultant Services + $ 269,000

The Library is requesting funding to cover the costs of various consultant services to:

a. Develop a security plan that identifies: (1) the risk of damage and theft to Library collections, the risk of damage to the Library's physical plant, and the risk of harm or violation of the rights of people on Library premises; and (2) an appropriate combination of physical, electronic, and personnel-bases security measures. ($29,400)

7. MANAGEMENT SERVICES
A. Library Management Services (LMS)

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

(2) Non-personal services - Mission (continued)

b. Provide for followup air quality sampling/analysis, and implementation of recommendations from the NIOSH/EPA Air Quality Study of the James Madison Building. ($63,000)

c. Provide for continued industrial hygiene support including asbestos air sampling related to the renovation/restoration project and water sampling analysis services for Library facilities. ($51,400)

d. Perform a baseline audit of the Library's safety program resulting in a proposed safety rating system for the Library. ($8,400)

e. Provide for the maintenance of a Computer Assisted Design and Drafting (CADD) software system and the services required to disassemble/assemble wood and steel furniture systems involved in office relocations. ($12,600)

f. Revise security regulations regarding the safeguarding of national defense classified information. Substantial revisions in agency regulations are required to provide up-to-date and comprehensive guidance of staff handling this vital material. Current internal resources have not been able to successfully complete a revision, despite repeated efforts. Lack of funding will have an adverse impact on the agency's ability to protect classified information in its possession. ($8,400)

g. Support the Library's stated goal to reduce the backlog of complaints on hand. The Library requires the use of contract examiners who must review and make recommendations on complaints. This sum is based upon an anticipated increase in the level of matters to be processed at the hearing level. ($87,400)

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7. MANAGEMENT SERVICES
A. Library Management Services (LMS)

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

(2) Non-personal services - Mission (continued)

h. Increase project management capability in Library Management Services. Consultants are used to supplement existing staff when unique expertise is needed. This additional funding will provide support and facilitate the application of innovative management techniques. ($8,400)

Custodial Services ..... + $ 233,986

The Library is requesting an additional $233,986 over the Price Level increase requested to cover FY 1991 costs. These funds are used to pay contractors to clean the James Madison and John Adams Buildings. The FY 1991 price level increase includes funds for an anticipated 5 percent wage rate increase for contract personnel. As a result of contract awards above the price level, funds are requested for contract increases above the standard 5 percent price level amount and for special cleaning tasks not covered by the contract, such as special heavy cleaning of the cafeteria, the Montpelier Room, and of furnishings in these areas.

Training Supplies ..... + $ 5,000

The Library is requesting $5,000 for training supplies such as computer training software workbooks and films in order to maintain an efficient and productive training environment.

Binding Supplies ..... + $ 80,000

The Library is requesting $80,000 for the provision of 1.25 million sensor labels to be applied to bindings of the collections. These labels will be used with the electronic theft detection system as the first phase of a multi-year program focused on

7. MANAGEMENT SERVICES
A. Library Management Services (LMS)

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

(2) Non-personal services - Mission (continued)

the security of the Library's valuable collections. Funding for the equipment is included in the Library's FY 91 Furniture and Furnishings request.

Equipment Rental	+	$ 26,000
Maintenance and Repairs to Equipment	+	57,520
Cleaning and Laundering	+	5,000
Housekeeping Supplies	+	15,466
Uniforms	+	7,500

The Library is requesting an additional $111,486 to properly align the FY 1991 base with actual experience. Price level increases included previously do not fully reflect the actual experience for these services. Therefore, the additional amounts are requested to ensure continuity of the Library's current support operations.

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7. MANAGEMENT SERVICES
A. Library Management Services

Additional Information

New positions requested	Salaries	Benefits	Total
Financial Services +8			
Office			
3 GS-13 Systems Accountant @ $42,601	$127,803	$ 35,018	$162,821
1 GS-12 Systems Accountant	35,825	9,816	45,641
4	$163,628	$ 44,834	$208,462
Budget Office			
1 GS-12 Budget Analyst	$ 35,825	$ 9,816	$ 45,641
1 GS-7 Budget Clerk	20,195	5,533	25,728
2	$ 56,020	$ 15,349	$ 71,369
6	$219,648	$ 60,183	$279,831
Human Resources +5			
5 GS-8 Human Resources Assistant @ $22,367	$111,835	$ 30,643	$142,478
Contracts and Logistics Services +1			
1 GS-13 Procurement Policy Administrator	$ 42,601	$ 11,673	$ 54,274

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LIBRARY OF CONGRESS
SALARIES AND EXPENSES

7. MANAGEMENT SERVICES
A. Library Management Services

Additional Information

New positions requested (continued)	Salaries	Benefits	Total
Health Services +3			
2 GS-11 Senior Nurse Practitioner @ $33,662	$ 67,324	$ 18,447	$ 85,771
1 GS-9 Nurse Practitioner	29,411	8,059	37,470
3	$ 96,735	$ 26,506	$123,241
15 New Positions	$470,819	$129,005	$599,824
Unfinanced Positions			
Financial Services - Accounting Office			
[2] GS-7 Operating Accountant @ $22,093	44,186	12,107	56,293
Human Resources			
[2] GS-8 Human Resources Assistant @ $22,367	44,734	12,257	56,991
Protective Services			
[3] P-2 Private w/Training @ $25,642	76,926	21,078	98,004
Building Management Office			
[5] WG-3 Laborers @ $16,070	80,350	22,016	102,366
Associate Librarian for Management			
[1] GS-5 Clerk	16,305	4,467	20,772
[13] Unfinanced Positions	$262,501	$ 71,925	$334,426

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LIBRARY OF CONGRESS
SALARIES AND EXPENSES

7. MANAGEMENT SERVICES
A. Library Management Services

Additional Information

	FY1990 Budget	FY1991 Estimate	1991 Increase		
			Price Level	Growing Workload	TOTAL
2101 Regular Travel	26,660	59,150	2,800	29,690	32,490
2102 Attendance at Meetings	9,130	9,830	700		700
2103 Local Travel	1,077	2,327		1,250	1,250
2201 Transportation of Things	5,100	5,100			0
2202 Transportation of Household Eff	10,900	10,900			0
2301 Postage	98,630	98,630			0
2310 Local Telephone	129,270	129,270			0
2311 Local Telephone - Data Commun	500	500			0
2312 Local Telephone - Digital Switch.	606,944	606,944			0
2320 Long Distance Telephone	20,600	20,600			0
2327 Teletype, etc.	5,500	5,500			0
2330 Rental of Equipment	55,440	83,140	1,700	26,000	27,700
2340 Rental of Computer Software	750	750			0
2360 Rental, Miscellaneous	5,000	5,000			0
2410 Printing, Forms	196,950	214,250	13,800	3,500	17,300
2411 Printing, Forms - GPO	17,300	18,500	1,200		1,200
2430 Photoduplication	123,190	133,190	5,000	5,000	10,000
2501 Other Services, Misc.	121,910	674,500	5,400	547,190	552,590
2515 Services of Other Agencies	316,000	647,100		331,100	331,100
2520 Tuition and Training	190,543	213,493	22,950		22,950
2535 Training Contracts	20,000	23,000		3,000	3,000
2540 Security Investigations	27,800	73,500	1,400	44,300	45,700
2541 Health Services	31,500	36,080	1,600	2,980	4,580
2545 Grievance & Arbitration Services	70,000	70,000			0
2550 Professional & Consultant Service	109,732	378,732		269,000	269,000

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LIBRARY OF CONGRESS
SALARIES AND EXPENSES

7. MANAGEMENT SERVICES
A. Library Management Services

Additional Information

	FY1990 Budget	FY1991 Estimate	1991 Increase: Price Level	1991 Increase: Growing Workload	1991 Increase: TOTAL
2560 Maintenance & Repair to Equipment	294,800	375,920	23,600	57,520	81,120
2561 Repairs - Typewriters, Calculator	43,800	46,400	2,600		2,600
2562 Repairs - Furniture	32,900	34,900	2,000		2,000
2565 Cleaning and Laundering	46,975	51,975		5,000	5,000
2569 Custodial Services	2,062,870	2,400,000	103,144	233,986	337,130
2580 Data Base Services	8,200	8,400	200		200
2601 Office Supplies	488,600	513,000	24,400		24,400
2602 Housekeeping Supplies	43,900	61,566	2,200	15,466	17,666
2603 Automotive Supplies	2,400	2,500	100		100
2604 Uniforms	47,125	54,625		7,500	7,500
2605 Medical Supplies	12,500	12,500			0
2606 Training Supplies	2,200	7,200		5,000	5,000
2630 Binding Supplies	0	80,000		80,000	80,000
2650 Pamphlets and Documents	1,200	1,200			0
2680 Misc. Supplies and Materials	3,900	3,900			0
4201 Indemnities	2,000	2,000			0
Total, Non-personal Services	5,293,798	7,176,072	214,794	1,667,482	1,882,276

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

7. MANAGEMENT SERVICES
B. Building Rental - Off Capitol Hill

Summary

	FY 1990 Enacted		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions	---	$ ----	17	$ 480,720	+17	+$ 480,720
(2) Non-personal services						
Price level		2,144,000		2,337,700		+ 193,700
Growing workload		----		4,993,200		+ 4,993,200
	---	$ 2,144,000	---	$ 7,330,900	---	+$5,186,900
Total, Building Rental - Off Capitol Hill	---	$ 2,144,000	17	$ 7,811,620	+17	+$5,667,620

Price level		+ $ 193,700
Growing workload	+17	+ 5,473,920
Total		+ $ 5,667,620

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7. **MANAGEMENT SERVICES**
B. Building Rental - Off Capitol Hill

General Statement

The Library has a space rental program managed by the Integrated Support Services Directorate, which is responsible for all aspects of planning for the use of space in all Library buildings, including buildings presently occupied or planned for future occupancy. Remote facilities are currently operated in northwest Washington, D.C., for the National Library Service for the Blind and Physically Handicapped; southeast Washington, D.C., for the Federal Research Division and the Federal Library and Information Center committee; Suitland, Maryland, for film processing; Wright-Patterson Air Force Base for nitrate film conversion; Landover, Maryland, for procurement and supply activities and special collections storage; and Boyers, Pennsylvania, for underground microfilm storage.

The key objectives in fiscal 1991 are to lease and equip an additional collections storage facility to alleviate crowded and dwindling collections storage space in the Adams and Jefferson Buildings on Capitol Hill and to continue defining future space needs and developing plans accordingly.

The Library is requesting a total of $7,811,620 to continue operating the current remote facilities and to achieve the above stated goals in fiscal 1991. Increases requested: $93,700 for increased rental rates, $1,578,000 to rent a new collections storage facility; $3,180,000 for multi-tiered shelving and lighting to store collections; $170,000 for transportation support; and $67,200 for non-personal services and $480,720 for 17 new positions to begin operation of the new facility.

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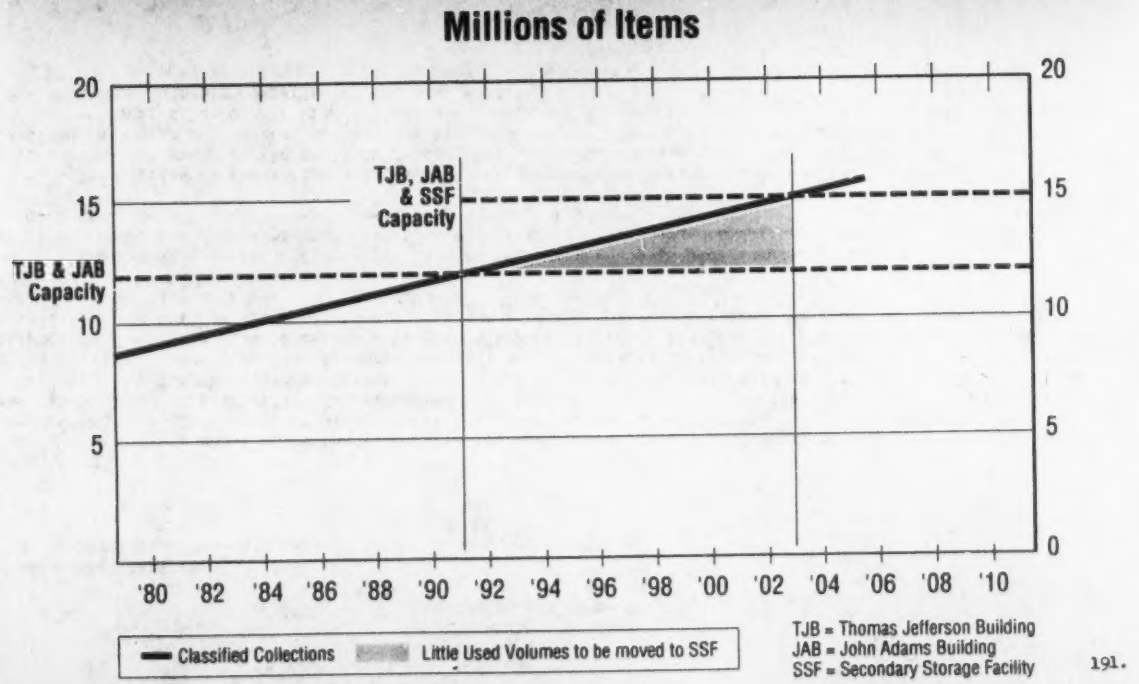
Library of Congress
Classified Collections Shelf Space 1980 – 2010



191.

7. MANAGEMENT SERVICES
B. Building Rental - Off Capitol Hill

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
Non-personal services	---	$ 2,144,000	---	$ 7,263,700	---	+$5,119,700

Space Rental

Price level ..... +$ 193,700

Rental of Space + $ 193,700

The General Services Administration (GSA) established building rental rates for fiscal 1991 that resulted in a $193,700 increase over fiscal 1990 costs.

Growing workload ..... +$4,926,000

Rental of Space + $4,926,000

At current rates of collection growth, the Library's stack space will reach its practical capacity by the end of fiscal 1992. When implemented, plans now being developed to reduce unprocessed arrearages will accelerate this growth rate and the need for additional space for collections will become increasingly acute. If no relief is provided, reader service and the physical situation of the collections will deteriorate markedly. Unless provision is made for additional storage space, it will become increasingly difficult -- and ultimately impossible -- to provide satisfactory levels of reader service and care for the collections.

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7. **MANAGEMENT SERVICES**
B. Building Rental - Off Capitol Hill

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

Non-personal services - growing workload (continued)

Space Rental

Because the Library's collections and the space needed to keep them will grow each year, an effective method of housing and service must be employed. The Library is seeking funds to establish a Secondary Storage Facility (SSF) in fiscal 1991. When the SSF is in operation, the Library will move some 250,000 little-used volumes into it each year. This number is equivalent to the net annual additions to the general collections, maintaining the need for book storage space on Capitol Hill at a constant level. The planned facility will have a capacity of 3,000,000 volumes. This will accept projected expansion of the general collections for 12 years. (In the early years, the facility will also house some materials from the special collections, which are now quite overcrowded.) The SSF will provide highly efficient storage of volumes and permit quick retrieval for service to readers.

The requested $4,926,000 will provide $1,576,000 for rental of the building in which the SSF will be located, $3,180,000 for shelving and multi-tier decking with related lighting and fire suppression equipment, and $170,000 for transportation support.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

7. MANAGEMENT SERVICES
B. Building Rental - Off Capitol Hill

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
Positions	---	$ ----	17	$ 480,720	+17	+$ 480,720

Secondary Storage Facility

A total of 17 new positions are required to begin the operation of the Secondary Storage Facility. Permanent staffing will be required to receive materials transferred to the SSF, prepare them for shelving, and establish online records for each physical volume. The staff will also retrieve and dispatch items requested by Library users on Capitol Hill and provide limited on-site reference services for users who consult materials at the SSF.

One GS-13 Selection Officer is required to review collections in the Adams and Jefferson Buildings, select items for transfer to the SSF, and work with Library management to plan and assess the impact of policies for the selection of materials to be relocated.

Two WG-5 Collections Maintenance Laborers are required to remove designated volumes from the shelves in the Jefferson and Adams Buildings, prepare them for shipment to the SSF, and transport them to the loading docks for dispatch.

One GS-11 Supervisory Librarian, one GS-9 Supervisory Librarian, and 12 GS-7 Library Technicians are required to receive volumes sent to the SSF, affix bar code labels to them, create computerized inventory/circulation records, shelve processed volumes, and retrieve items requested by readers. The supervisory personnel will plan and direct the work of the technicians, perform quality control, and resolve technical problems.

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7. MANAGEMENT SERVICES
B. Building Rental - Off Capitol Hill

Justification of Increases and Decreases

	FY 1990 No.	FY 1990 Amount	FY 1991 No.	FY 1991 Amount	Increase No.	Increase Amount
Non-personal services	---	$ ----	---	$ 67,200	---	+$ 67,200

Secondary Storage Facility

Growing workload ..... +$ 67,200

Maintenance and repair of equipment .. + $ 7,200
Special purpose equipment ..... + 60,000
+ $67,200

Maintenance and repair of equipment .. + $ 7,200

The annual maintenance contract on three labeling machines (justified below) is $7,200.

Special purpose equipment ..... + $60,000

The funding for special purpose equipment includes $12,000 for a facsimile machine to transmit page images from the Secondary Storage Facility to the Library on Capitol Hill. Also required are three labeling machines at a total cost of $48,000. These are needed to generate bar code labels and affix them to volumes being moved to the Secondary Storage Facility.

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7. **MANAGEMENT SERVICES**
B. Building Rental - Off Capitol Hill

Additional Information

Secondary Storage Facility

New positions requested		Salaries	Benefits	Total
1	GS-13 Selection Officer	$ 42,601	$ 11,673	$ 54,274
1	GS-11 Supervisory Librarian	29,891	8,190	38,081
1	GS-9 Supervisory Librarian	24,705	6,769	31,474
12	GS-7 Library Technicians @ $20,195	242,340	66,401	308,741
2	WG-5 Collections Maintenance Laborers @ $18,897	37,794	10,356	48,150
17	Total positions requested	$377,331	$103,389	$490,720

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

7. MANAGEMENT SERVICES
B. Building Rental - Off Capitol Hill

	Additional Information		1991 Increase		
	FY1990 Budget	FY1991 Estimate	Price Level	Growing Workload	TOTAL
2350 Rental of Space	2,144,000	7,283,700	193,700	4,926,000	5,119,700
2560 Maintenance & Repair of Equipment	0	7,200	0	7,200	7,200
3181 Special Purpose Equipment	0	60,000	0	60,000	60,000
Total, Non-personal Services	2,144,000	7,330,900	193,700	4,993,200	5,186,900

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LIBRARY OF CONGRESS
SALARIES AND EXPENSES

7. **MANAGEMENT SERVICES**
C. Automation

Summary

	FY 1990 Enacted		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions:						
Permanent	208	$ 9,460,821	216	$10,102,837	+8	+$ 379,281
Unfinanced		----		----		+ 262,735
	208	$ 9,460,821	216	$10,102,837	+8	+$ 642,016
	(6)		(6)			
(2) Non-personal services:						
Price level		12,195,442		12,571,742		+ 376,300
Growing workload		----		3,496,000		+ 3,496,000
		$12,195,442		$16,067,742		+$3,872,300
Total, Automation	208	$21,656,263	216	$26,170,579	+8	+$4,514,316
	(6)		(6)			

Price level		+ $ 376,300
Growing workload	+8	+ 4,138,016
Total		+ $ 4,514,316

7. MANAGEMENT SERVICES

C. Automation

(1) Information Technology Services (ITS)

General Statement

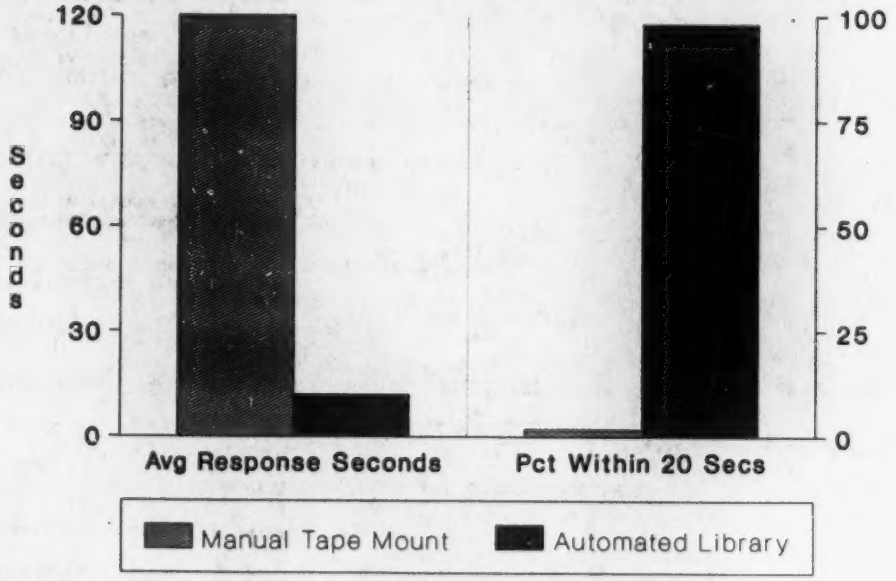
The Information Technology Services Directorate, Library Management Services, provides central computer support to all missions of the Library of Congress through automation planning, systems analysis, systems design and development, systems maintenance, and operations of central computers, minicomputers, and telecommunications services. Computer support is deeply embedded in the programs of Congressional Services, Copyright Services, Collections Services, and Constituent Services. Dependable computer support is thus essential for successful and timely service to users of Library facilities, as well as to the management and administration of the Library. The Library's central computers service computer terminals in all of the Library's locations in the Washington metropolitan area, and the Capitol Building and the House and Senate Office Buildings, making computer-aided information service directly available in those locations.

In fiscal 1991 Information Technology Services will continue performance improvements for selected current operational systems necessary for the total workload and capabilities of the Library. The high priority of resystemization, a result of the Library's Strategic Information Systems Planning process, will continue in order to modernize the Library's major systems which have become outdated and expensive to maintain. Major increases in the fiscal 1991 budget are for continued growth and support of the Library's telecommunications infrastructure including maintenance of the System 85 switch, circuitry, and increased staff; for the resystemization effort, including consultant support and increased staff; for significant training in the use of microcomputers and in support of resystemization, not only for Information Technology Services staff but also for many of the Library's staff; and for enhanced reliability, efficiency, and security of computer support operations.

The Library is requesting a total of $24,821,979 to support this activity in fiscal 1991. Additional resources required in fiscal 1991 total $3,824,316. Of this amount $251,300 is for price level increases, $2,931,000 for growing workload increases, and $642,016 for positions.

Information Technology Services

Automated Tape Cartridge Library



Based on 650 Tape Mounts per Day

985

200.

7. MANAGEMENT SERVICES
C. Automation
(1) Information Technology Services (ITS)

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
(a) Personal Services	208 (6)	$9,424,821	216 (3)	$10,066,837	+8	$ 642,016

Mission-related

Reasystemization - 1 position.
1 GS-14 Senior Computer Systems Analyst

Data Sharing Management - 2 positions.
2 GS-13 Systems Analysts

Linked Systems Project - [3] unfinanced positions.
[2] GS-13 Systems Analyst
[1] GS-12 Programmer

Serials Management System - [2] unfinanced positions.
[2] GS-13 Systems Analyst

Telecommunications Services - 4 positions.
4 GS-11 Communications Technical Specialist

Computer Security Program - 1 position.
1 GS-13 System Analyst

7. MANAGEMENT SERVICES
C. Automation
(1) Information Technology Services (ITS)

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

(a) Personal Services (Continued)

(1) Resystemization

Key to the success of the resystemization effort is the planning, control, and coordination of the data, process and technology architectures which are the result of the effort. During FY 1991, systems analysts and designers will use the analysis architectures to design the automated and manual components of the systems with the highest priorities. During FY 1991, therefore, the ITS will be responsible for the architectures resulting from the Library's 1987/1988 Strategic Information Systems Planning project, the resystemization analysis phase, and the ongoing resystemization design phase work. One additional GS-14 senior computer systems analyst is necessary to support this effort.

This is one of the ITS Transition Plan initiatives which states that ITS must "establish a staff of senior systems analysts for the planning, control, and coordination of the data, process and technology architecture for five phases (planning, analysis, design, construction and operations) of the Library's information systems development." Such a staff is needed for the development of a replacement system for the Multiple Use MARC System (MUMS), Subject-Content-Oriented Retriever For Processing Information Online (SCORPIO), and Copyright Office Publication and Interactive Cataloging System (COPICS).

(2) Data Sharing Management

The Library's Strategic Information Systems Plan (SISP) defined the objective of implementing shared data oriented computer systems to support the Library's growing information activities. This is a Transition Plan priority of Library Management Services,

7. MANAGEMENT SERVICES
C. Automation
(1) Information Technology Services (ITS)

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

(a) Personal Services (Continued)

mandating the ITS "coordinate the definition of Library data sharing management policy and standards." Part of the management of the data includes development of complex and flexible data models for the entire Library. Once such models are developed, that will allow diverse uses of the Library's resources and eliminate uncontrolled data redundancy. For example, once a stable bibliographic data model is defined, it will be used to develop a set of centralized, integrated bibliographic data bases that may be used for many purposes such as cataloging, acquisitions, reference support and bibliography preparation. This will reduce duplication of data now in our application-dependent data files. To support the resystemization project's analysis of the Library's data, and to ensure that organization-wide considerations and needs are met efficiently and effectively, additional Data Sharing Management staff is required. One GS-13 systems analyst, is needed to provide technical and administrative support for control, coordination, and maintenance for shared data management and processes being defined. Additionally, one GS-13 systems analyst is required to support the ongoing Information Area Analysis effort for the resystemization data.

(3) Linked Systems Project

The Linked Systems Project (LSP), Name Authority phase was developed more than five years ago using a standard protocol for connecting two or more libraries via a computer-to-computer linkage to exchange USAMARC records and to perform intersystem searching. LSP is being extended to encompass the retrieval, incorporation, and exchange of bibliographic records. This is being implemented in conjunction with the National Coordinated Catalog Program which will increase the timeliness of cataloging copy and extend coverage to bibliographic information, reduce duplication of effort, produce cataloging of national level quality and make current records available online in a more timely manner.

7. MANAGEMENT SERVICES
C. Automation
(1) Information Technology Services (ITS)

Justification of Increases and Decreases

FY 1990		FY 1991		Increase	
No.	Amount	No.	Amount	No.	Amount

(a) Personal Services (Continued)

This system will assist in alleviating the growth of arrearages. The Library is committed to the development of this bibliographic phase and to upgrade the system to use the existing standard protocol. Funding is required for two unfinanced GS-13 systems analysts and one unfinanced GS-12 programmer who will analyze, design, program, test and implement the necessary application software.

(4) Serials Management System

As a first step in implementing the Collection Management Information Area Analysis, the Serials Management System will provide Library-wide support for decentralized control of the serial check-in process. However, the data to be stored in a centralized file will permit the library to manage and make decisions about its collection in the areas of routing, managing, claiming, binding, and searching. The system will provide management with the necessary information to assist in both operational and policy-level decision making. In order to implement phase one of the Serials Management System in a timely manner, additional staff is required. Funding is required for two unfinanced GS-13 Systems Analysts who will be added to the team analyzing and designing this necessary information system.

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7. MANAGEMENT SERVICES
C. Automation
(1) Information Technology Services (ITS)

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

(a) Personal Services (Continued)

(5) Telecommunications Services

The Library's Strategic Information Systems Plan (SISP) defined the objectives of implementing data-oriented computer systems to support the Library's growing Telecommunications/ADP activities. The Library is responsible for operating its own communication system since purchasing a private switching system (AT&T System 85) and removal from C&P CENTREX. To support and implement an efficient, informative, centralized and easily accessible communications system; and to ensure that organization-wide considerations and needs are met efficiently and effectively, additional telecommunications operations staff is required.

Four GS-11 Communications Technical Specialists will be required to support expanded requirements in all LC buildings, to include Local Area Networks, (LAN'S) and greatly expanded PC/Terminal network. These added requirements are critically needed to effectively handle the heavy workload.

(6) Computer Security Program

The Computer Security Act of 1987 increased the demands for Library security. Congress has both short and long range automation security planning and implementation requirements. Full implementation of the Library's security package, ACF2, to support security requirements requires additional technical support and extensive liaison work with users. In support of the increase in security requirement, one GS-13 Systems Analyst, is required. This is in support of the Transition Plan priority of Library Management Services which mandated that ITS "expand the range of the Access Control Facility (ACF2) user in controlling access to the Library systems as well as meet the requirements of the Act."

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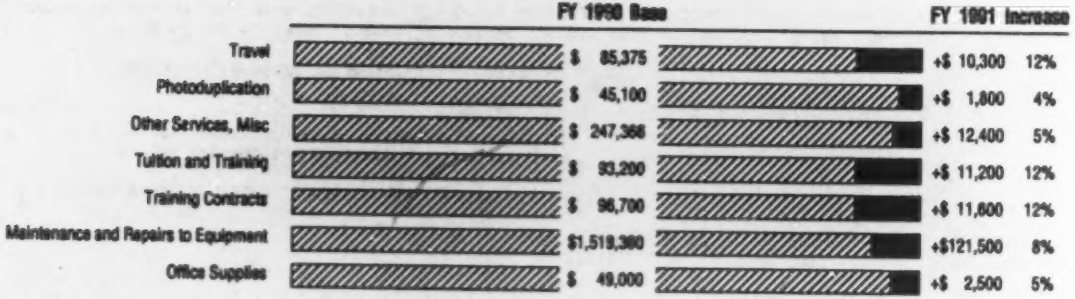
7. MANAGEMENT SERVICES
C. Automation
(1) Information Technology Services (ITS)

Justification of Increases and Decreases

	FY 1990 No.	FY 1990 Amount	FY 1991 No.	FY 1991 Amount	Increase No.	Increase Amount
(b) Non-personal services		$11,572,842		$14,755,142		+$3,182,300
Price level						+$ 251,300



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7. MANAGEMENT SERVICES
C. Automation
(1) Information Technology Services (ITS)

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

(b) Non-Personal Services - Price Level (Continued)

Rental of Computer Software	+$55,000
Maintenance of Computer Software ..	+ 25,000
	+$80,000

Rental of Computer Software ..... +$55,000

Many of our software vendors base their license fees on the size of the CPU that the software runs on. With the Amdahl 5890, the Library is incurring higher license fees than it did with the replaced IBM 3033.

The Amdahl mainframe computer is central to the daily operation of the Library as staff submit in excess of 350,000 transactions from over 3,000 terminals throughout the Library and other locations on Capitol Hill. To continue the support of the Library's staff in its efforts to service the Congress and the public, rental of software for the Amdahl must be continued and maintained at a 4 percent inflation rate. In addition, miscellaneous services and supplies associated with the Library's mainframe must also be funded.

The Library is requesting a price level increase of $55,000 in rental of computer software. This increase is necessary to pay increased software rental fees due to installation of Amdahl 5890 CPU ($30,000) and to cover 4 percent inflation in software prices ($25,000).

7. MANAGEMENT SERVICES
C. Automation
(1) Information Technology Services (ITS)

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

(b) Non-Personal Services - Price Level (Continued)

Maintenance of Computer Software .. +$25,000

An additional $25,000 is requested to cover software maintenance price increases due to installation of the Amdahl 5890 CPU ($10,000) and to cover 4 percent inflation ($15,000).

7. MANAGEMENT SERVICES
C. Automation
(1) Information Technology Services (ITS)

Justification of Increases and Decreases

	FY 1990 No.	FY 1990 Amount	FY 1991 No.	FY 1991 Amount	Increase No.	Increase Amount
(b) Non-Personal Services (Continued)						
Growing Workload						+$2,931,000
Rental of Equipment, Online		+$ 450,000				
Other Services, System Development		+ 200,000				
Tuition and Training		+ 40,000				
Training Contracts		+ 125,000				
Maintenance and Repairs to Equipment		+ 465,000				
Computer Software		+ 500,000				
Telecommunications Supplies		+ 71,000				
ADP Equipment		+ 100,000				
Workstation Equipment		+ 980,000				
		+$2,931,000				
Rental of Equipment, Online		+$ 450,000				

$450,000 is requested to acquire an automated computer cartridge library for ITS centralized computer services facility. The automated library sought is comprised of robotics-assisted magnetic tape storage units, controllers, directors and communications linkages so integrated as to fully support the unattended retrieval, manipulation and refiling of approximately 18,000 tape cartridges employed in the operation of the many mainframe-centered systems that serve the major functions and activities of the Library.

The acquisition of an automated tape library represents an essential first step towards fully-automatic, or "lights out" computer operations. The tape library will significantly improve systems responsiveness and data-base accessibility by reducing the

7. MANAGEMENT SERVICES
C. Automation
(1) Information Technology Services (ITS)

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

(b) Non-Personal Services - Growing Workload (Continued)

time required to retrieve and mount a tape form an average of two minutes to an average of ten seconds. Even more importantly, it will very substantially enhance the security and quality-of-service of operations by virtually eliminating human error in the retrieval and mounting of tape files.

Use of the automated tape library will reduce dramatically the proportion of operational staff time devoted to tape handling, and thus will make possible a significant reallocation of centralized staff support to distributed data processing application areas.

Other Services, Systems Development . +$ 200,000

The completed resystemization systems will support the mission of critical data and functions of the Library. For this reason, it is critical that the resystemization systems development be done efficiently. Consultant support is crucial to provide practical experience and in depth knowledge to assure the best use of modern technology and systems development techniques and to produce the most efficient and effective development process possible. In doing resystemization, ITS is employing state-of-the-art technologies, development methodology and techniques. The resystemization effort to modernize the Library's major systems and to provide a technology platform for more flexible systems will continue through FY 1991. By the end of this project, ITS expects to have completed the first prototypes and detailed design of the highest priority Library automation project and will have begun construction on the implemented system.

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V. MANAGEMENT SERVICES
C. Automation
(1) Information Technology Services (ITS)

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

(b) Non-Personal Services - Growing Workload (Continued)

Tuition and Training ..... +$ 40,000

The resystemization development ongoing in FY 1991 to modernize the Library's major systems will require training support to increase the number of development staff familiar with the modern technologies, development methodologies and/or techniques used in systems analysis and design and to be used in construction of the resystemization projects.

Training Contracts ..... +$ 125,000

Funding is required to provide training to LC PC users. The funding is required to train staff increasingly dependent on PC and local area network technology to do their daily work. This amount will permit 1,350 persons to receive basic training in all aspects of PC usage including an overview of the technology, efficient word processing and spreadsheet usage, creation and maintenance of databases, and local area networks concepts and administration. This training will also encourage fuller utilization of PC equipment by staff.

Maintenance and Repairs to Equipment +$ 465,000

Additional $80,000 funding will be required to service and maintain 1,200-1,500 Digital Phones installed by FY 1991 throughout the Library of Congress buildings.

$385,000 additional funding is required to provide full-year funding for the maintenance of the System 85 switch. The one-year warranty will expire during Fiscal Year 1990.

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V. MANAGEMENT SERVICES
C. Automation
(1) Information Technology Services (ITS)

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

(b) Non-Personal Services - Growing Workload (Continued)

It is necessary to continue the level of funding for the maintenance contract and provide sufficient funding for any peripheral equipment added during FY 1990.

Computer Software ..... +$ 500,000

In 1991, the Resystemization Project will have one or more design tasks underway. The $500,000 requested for additional computer software reflects the advanced technology introduced to the Library by resystemization and is essential to the success of the design tasks and subsequent implementation. The requested data base management system will support a major goal of resystemization, moving some of the Library's large data bases from the present in-house developed system to a commercially developed product. The commercial product will offer the advantage of vendor supported maintenance and upgrade which will free scarce resources to focus on software development of Library applications. The commercial product will also offer more modern software development tools to boost programmer productivity and to expedite system development. Through use of a commercial data base, the Library's vast amount of information about its collections will become more flexible for future technological upgrades as well as more reliably maintained.

Telecommunications Supplies..... +$ 71,000

$31,000 will be required to purchase supplies which include a wide variety of day-to-day requirements. Included are: (1) Jumper Cables used to provide final connection to the Main Distribution Frame (MDF)/Closets; (2) Staple Guns, Cable Ducts, Pull Lines, Receiver Cords; (3) Technicians Tool Kits; (4) Test Sets; (5) Connectors, Batteries, Contact Cleaner; (6) Mounting Plates - Adhesive #735, Bridging Clips, and Line Cord Couplers.

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7. MANAGEMENT SERVICES
C. Automation
(1) Information Technology Services (ITS)

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

(b) Non-Personal Services - Growing Workload (Continued)

$40,000 will also be required for the high priority data circuit connections which will have to be installed prior to Premise Distribution Systems (PDS) completion in the Madison Building. For FY 90 this includes high speed fiber optical cabling for the Optical Disk Imaging System as a medium for the transmission of Selective Dissemination of Information (SDI) data to high resolution display equipment. It is anticipated that these kinds of requirements will continue in FY 91 prior to Madison Building PDS implementation.

Equipment ..... +$ 100,000

$100,000 is requested for software and hardware to support the anticipated growth in Local Area Networks (LANs). These networks will be used to improve LC employee productivity by connecting LC staff personal computers and data terminals to the LC mainframe, to each other, and to printers at high telecommunication performance levels.

These connections are needed to provide CRS access to the Optical Disk System, to allow Copyright Licensing to access the computer service center, to implement the Rollup project which will connect participating libraries to the LC, to expand the Inquiry Status and Information System (ISIS) which will provide LC wide tracking of Congressional requests.

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7. MANAGEMENT SERVICES
C. Automation
(1) Information Technology Services (ITS)

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

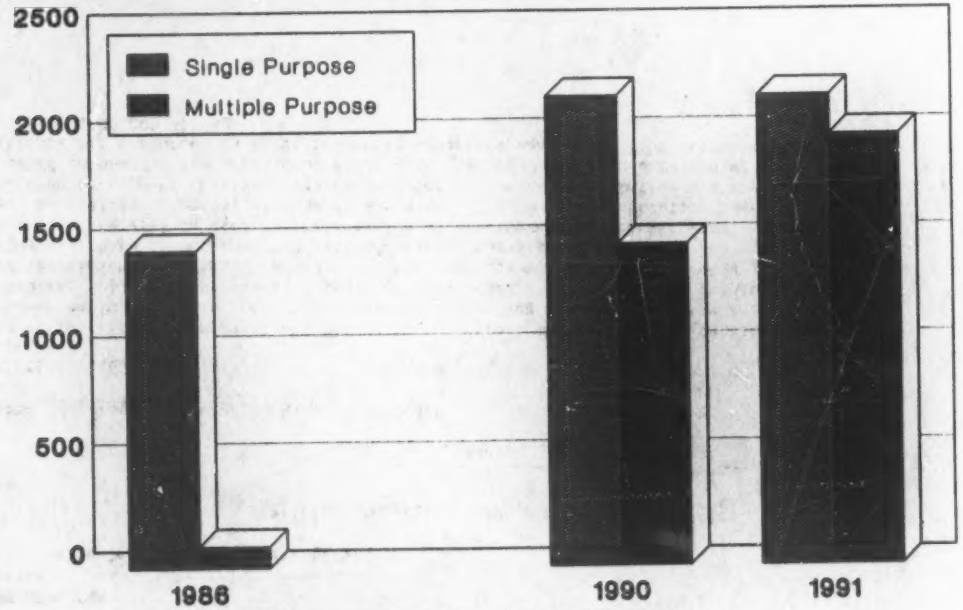
(b) Non-Personal Services - Growing Workload (Continued)

Workstation Equipment ..... +$ 980,000

One of the Library's highest priorities is to address the unprocessed cataloging arrearage documented in the recent report to Congress. Reducing the growth of the arrearage is reflected in the Collection Services request for additional staff, including catalogers, curators, and technicians in FY 91. In order for these additional staff to carry out their functions, they will have to be supported with additional workstation equipment and software. Workstations will be used in the creation of bibliographic records, input and updated files, as well as retrieval of records and data. The current workstation budget base was developed to support existing requirements for equipment installation and upgrade for current staff on board. The additional staff requested by Collection Services will require additional ITS resources in FY 91 to obtain necessary equipment. The estimated cost to do this will be $980,000

Information Technology Services

Single and Multiple-Purpose Workstations



Single Purpose - Nonprogrammable (Dumb) Terminals
Multiple Purpose - Programmable (Intelligent) Personal Computers

1000

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

7. MANAGEMENT SERVICES
C. Automation
(1) Information Technology Services (ITS)

Additional Information

New positions requested	Salaries	Benefits	Total
Data Sharing Management			
2 GS-13 Systems Analyst @ $42,601	$ 85,202	$ 23,345	$108,547
Computer Security			
1 GS-13 Systems Analyst	42,601	11,673	54,274
Resystemization			
1 GS-14 Senior Computer Systems Analyst	50,342	13,794	64,136
Telecommunications			
4 GS-11 Communications Technical Specialist @ $29,891	119,564	32,760	152,324
8 New Positions	$297,709	$81,572	$379,281
Linked Systems Project			
[2] GS-13 Systems Analysts @ $42,601	$ 85,202	$23,345	$108,547
[1] GS-12 Programmer	35,825	9,816	45,641
Serial Management System			
[2] GS-13 System Analysts @ $42,601	85,202	23,345	108,547
[5] Unfinanced Positions	$206,229	$56,506	$262,735

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7. MANAGEMENT SERVICES
C. Automation
(1) Information Technology Services (ITS)

Additional Information

	1990 Budget	1991 Estimate	1991 Increases: Price Level	1991 Increases: Growing Workload	1991 Increases: Total
2101 Regular Travel	$ 34,900	$ 39,100	$ 4,200	$	$ 4,200
2102 Attendance at Meetings	8,975	10,075	1,100		1,100
2103 Local Travel	500	500			0
2108 ADP User Group Travel	41,500	46,500	5,000		5,000
2201 Transportation of Things	4,700	4,700			0
2310 Local Telephone	1,620	1,620			0
2311 Local Telephone - Data Comm.	40,000	40,000			0
2320 Long Distance Telephone	5,000	5,000			0
2320 Long Distance - Data Comm.	119,543	119,543			0
2331 Rental of Equipment - Online	4,670,604	5,120,604		450,000	450,000
2340 Rental - Computer Software	582,359	637,359	55,000		55,000
2430 Photoduplication	45,100	46,900	1,800		1,800
2440 Offset Reproduction	6,900	6,900			0
2501 Other Services, Misc.	247,366	259,766	12,400		12,400
2510 Other Services - Systems Develop	54,240	254,240		200,000	200,000
2512 Other Services - Systems Maint	5,000	5,000			0
2520 Tuition and Training	93,200	144,400	11,200	40,000	51,200
2535 Training Contracts	98,700	233,300	11,600	125,000	136,600
2550 Professional & Consultant Service	167,602	167,602			0
2560 Maintenance & Repair to Equip	1,519,360	2,105,860	121,500	465,000	586,500
2563 Maintenance of Computer Software	384,564	409,564	25,000		25,000

V. MANAGEMENT SERVICES
C. Automation
(1) Information Technology Services (ITS)

	Additional Information		1991 Increases		
	1990 Budget	1991 Estimate	Price Level	Growing Workload	Total
2601 Office Supplies	$ 49,000	$ 51,500	$ 2,500	$	$ 2,500
2610 Computer Software	638,232	1,138,232		500,000	500,000
2611 Telecommunications Supplies	182,300	253,300		71,000	71,000
2612 Auto Supplies - Computer Rm Stock	131,829	131,829			0
2613 Auto Supplies - Systems Manuals	7,500	7,500			0
2650 Pamphlets and Documents	7,900	7,900			0
2651 Training Materials - Order	5,500	5,500			0
3105 Subscrip not for LC Collections	15,500	15,500			0
3140 Equipment	2,405,348	3,485,348		1,080,000	1,080,000
Total, Automation - ITS	$11,572,842	$14,755,142	$251,300	$2,931,000	$3,182,300

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7. MANAGEMENT SERVICES

C. Automation

(2) Optical Disk Program/Congressional Support

General Statement

In 1989, Congress provided funds for replacement of the ailing microfiche system which had provided Congress with public policy literature, as part of the Congressional Research Service's current awareness service -- the Selective Dissemination of Information System (CRS/SDI). To accomplish this, the Library upgraded the Pilot Optical Disk System, scanning, printing, and storage of CRS/SDI materials. In 1991, we propose to increase the optical disk system capacity to support increasing volumes or CRS/SDI material, and to move toward providing access to CRS/SDI public policy materials to Members and their staffs directly from workstations in their offices.

Improved service to Congress, more efficient use of the CRS reference staff, and increased efficiency of internal CRS operations have been realized through conversion of the CRS SDI System to optical disk. Optical Disk Technology offers extremely high density storage of information -- a twelve-inch disk can now store up to 14,000 high resolution images of text and, therefore, offers advantages in both its storage and retrieval.

We are asking for funds to support an increase in the number and size of CRS/SDI materials captured in the system and made available in printed form to Congressional requestors. One of the highest priorities is to expand on the number and types of materials related to U.S.-Japan relations.

The Library is requesting a total of $1,348,600 to support this activity in fiscal 1991. This includes an additional amount of $690,000, $125,000 of which is for price increases, and $565,000 of which is for equipment, software, and consulting services.

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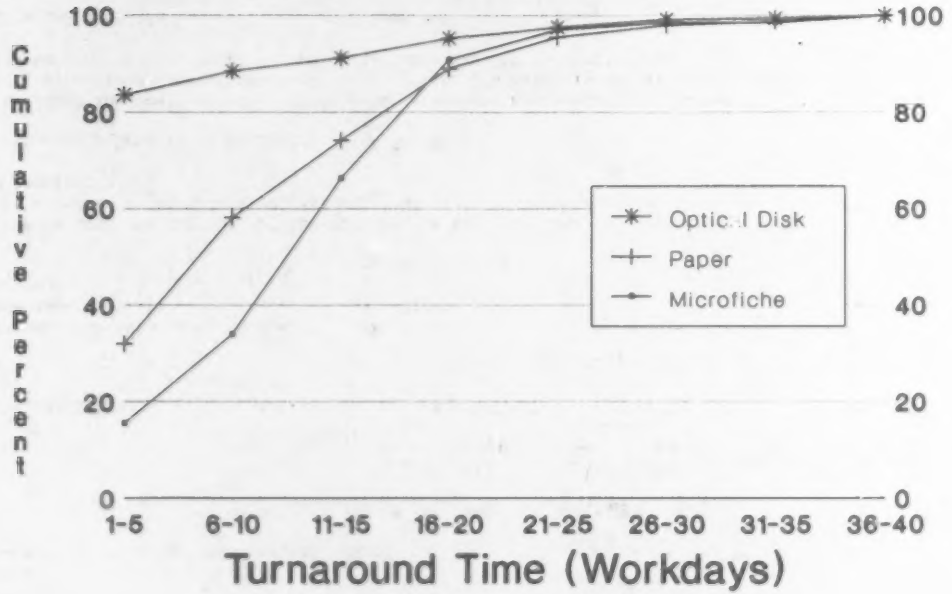
Information Technology Services

Optical Disk (SDI Card Service)

Timeliness of Response by Access Methods



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7. MANAGEMENT SERVICES
C. Automation
(2) Optical Disk Program/Congressional Support

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
(b) Non-personal services		$ 622,600		$ 1,312,600		+$ 690,000
Price level						+$ 125,000

Maintenance & Repairs to Equipment	+$ 50,000
Automation Supplies	+ 40,000
Equipment	+ 35,000
	+$125,000

To ensure that the current optical disk system will continue to operate successfully in support of CRS Selective Dissemination of Information Service (SDI), the following are required:

Maintenance & Repairs to Equipment +$ 50,000

Maintenance includes: on-site maintenance personnel; spare parts replacement; factory support; a repair response time limit of 24 hours. To maintain the system in fiscal year 1991 a $50,000 increase is required, which includes $20,000 for inflation.

Automation Supplies ..... +$ 40,000

To support current optical disk operations of the existing CRS application, an additional $40,000 is required for the purchase of blank optical disks to continue CRS operations at the current level.

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7. MANAGEMENT SERVICES
C. Automation
(2) Optical Disk Program/Congressional Support

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

(b) Non-personal Services - Price Level (Continued)

Equipment ..... +$ 35,000

To support current optical operations of the existing CRS application, an additional $35,000 is required for the purchase of replacement optical disk equipment when equipment becomes unrepairable.

Growing Workload ..... +$ 565,000

Professional & Consultant Services .	+$150,000
Maintenance of Computer Software ...	+ 75,000
Computer Software	+ 25,000
Equipment	+ 315,000
	+$565,000

Improved service to Congress, more efficient use of the CRS reference staff, and increased efficiency of internal CRS operations will be realized through increasing the volume of CRS/SDI products available via the optical disk system and by studying the Capitol Hill image transmission issues.

Funds are requested to support an increase in the number and size of CRS/SDI materials captured in the system and made available in printed form to Congressional requestors. One of the highest priorities is to expand on the number and types of materials related to U.S.-Japan relations. Therefore, the following is requested:

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7. MANAGEMENT SERVICES
C. Automation
(2) Optical Disk Program/Congressional Support

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

(b) Non-personal Services - Growing Workload (Continued)

Professional & Consultant Services . +$150,000

Plan for Direct Congressional Access to the System

In order to move towards the day when Members and their staff can access public policy literature and CRS Reports directly from workstations in their offices, we are requesting funds to plan for the full network that will be necessary to support Capitol Hill image transmission. The first phase, an engineering study, is required to determine the best method of image transmission, the equipment required, and to develop a high-level plan for accomplishing the goal of electronic document delivery within the legislative agencies. The study will require extensive coordination with the House, Senate, and Architect of the Capitol; it will include the access requirements of CBO, OTA, and GAO. At the conclusion of the technical analysis, we will be prepared to present an implementation plan for direct image access by congressional and committee offices. Future year phases will include the development of detailed plans for implementation of equipment and software for each location.

Maintenance of Computer Software ... +$ 75,000

$75,000 is required to provide the necessary modifications and enhancements to the existing optical software to enable to accommodate and support the addition of the scanning and printer equipment.

Computer Software ..... +$ 25,000

$25,000 is required to purchase the necessary software licenses.

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T. MANAGEMENT SERVICES
C. Automation
(2) Optical Disk Program/Congressional Support

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

(b) Non-personal Services - Growing Workload (Continued)

Equipment ..... +$315,000

$200,000 is required to provide the necessary scanning equipment; $115,000 is required to provide the necessary high-speed printer equipment.

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7. MANAGEMENT SERVICES
C. Automation
(2) Optical Disk Program/Congressional Support

	Additional Information		1991 Increases		
	1990 Budget	1991 Estimate	Price Level	Growing Workload	Total
2101 Regular Travel	$ 20,000	$ 20,000	$	$	$ 0
2102 Attendance at Meetings	1,000	1,000			0
2520 Tuition and Training	4,000	4,000			0
2550 Professional & Consultant Services		150,000		150,000	150,000
2560 Maintenance & Reapir of Equipment	250,000	375,000	50,000	75,000	125,000
2610 Computer Software		25,000		25,000	25,000
2611 Automation Supplies	20,000	60,000	40,000		40,000
2650 Pamphlets and Documents	600	600			0
3140 Equipment	327,000	677,000	35,000	315,000	350,000
Total, Optical Disk Program	$ 622,600	$1,312,600	$125,000	$565,000	$690,000

1010

7. MANAGEMENT SERVICES
D. Office of the Librarian

Summary

	FY 1990 Enacted		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions	30	$ 3,126,666	32	$ 3,198,035	+2	+$ 71,369
(2) Non-personal services:						
Price level		198,000		202,400		+ 4,400
Growing workload		----		168,600		+ 168,600
		$ 198,000		$ 371,000		+$ 173,000
Total, Office of the Librarian	30	$ 3,324,666	32	$ 3,569,035	+2	+$ 244,369

Price level		+ $ 4,400
Growing workload	+3	+ 239,969
Total		+ $ 244,369

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7. MANAGEMENT SERVICES
D. Office of the Librarian

General Statement

The Office of the Librarian is responsible for administering the various programs that enable the Library of Congress to carry out its four major missions, which are: to assemble and preserve a universal collection of human knowledge, information, and expression; to make its material and human resources continually available and useful to the Congress of the United States; to make its resources maximally accessible and serviceable to the American people and their libraries; and to facilitate and celebrate free intellectual creativity by all people on all subjects.

The Office of the Librarian consists of the Librarian of Congress and his staff and the Legislative Liaison Office, the Office of the General Counsel, and the Office of the Inspector General, which have Library-wide responsibility for the functions of Congressional relations, legal counsel, and auditing.

The Library is requesting a total of $3,569,035 to support this activity in fiscal 1991. An increase of $244,369 has been requested: a price level increase of $4,400 and a growing workload increase of $239,969.

1012

V. MANAGEMENT SERVICES
D. Office of the Librarian

Justification of Increases and Decreases

	FY 1990		FY 1991		Increases	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions	30	$3,126,666	32	$3,198,035	+2	+$71,369
(a) Legislative Liaison Office					+1	+$25,728

One GS-7 secretarial/editorial position is requested to provide typing, filing, correspondence, and telephone assistance to the Legislative Liaison Office (LLO). The LLO monitors legislation relating to LC, maintains liaison with LC congressional oversight committees, and has frequent direct contact with Members and committee offices on matters relating to LC. The LLO also coordinates all Member-sponsored events in Library facilities. The LLO has experienced a substantial increase in the number of incoming congressional inquiries: up more than 65% in 1988 and another 20% in 1989. Currently the LLO has no secretary, simply a legislative liaison assistant who handles requests for information, coordinates the answering of congressional requests with other service units of LC, and assists the Legislative Liaison Officer in legislative tracking.

The office will assume greater coordination responsibility as it endeavors to carry out the recommendation of the Congressional Services Transition Team to provide better coordination of congressional inquiries handled outside CRS, promote greater awareness and access by Congress to LC programs, and coordinate use of the special study area for Members in the Jefferson Building. Implementation of a statistical analysis of services provided to Congress will enable congressional offices to see what the Library has done for their offices and constituents annually. Taken together, these increased responsibilities will place a greater burden on the office, making it essential to have this additional staffing resource.

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V. MANAGEMENT SERVICES
D. Office of the Librarian

Justification of Increases and Decreases

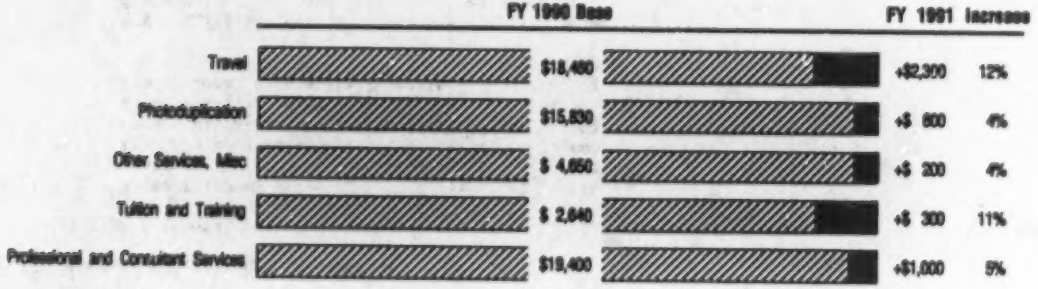
	FY 1990		FY 1991		Increases	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions (continued)						
b. Librarian of Congress Emeritus					+1	+$45,641

Public Law 100-83 of August 1, 1987, conferred the honorary status of Librarian of Congress Emeritus to former Librarian of Congress Daniel J. Boorstin. The law noted that incidental administrative and clerical support would be provided to the office by the Library of Congress. Funding is requested for a GS-12 Research Assistant position to provide administrative and research support essential to the functioning of that office.

V. MANAGEMENT SERVICES
D. Office of the Librarian

Justification of Increases and Decreases

	FY 1990 No.	FY 1990 Amount	FY 1991 No.	FY 1991 Amount	Increases No.	Increases Amount
(2) Non-personal services		$ 198,000		$ 371,000		+$173,000
Price Level						+$ 4,400



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7. MANAGEMENT SERVICES
D. Office of the Librarian

Justification of Increases and Decreases

	FY 1990		FY 1991		Increases	
	No.	Amount	No.	Amount	No.	Amount
(2) Non-personal services (continued)						
Growing Workload						+$168,600

Regular Travel	+$ 4,700
Postage	+ 4,000
Long Distance Telephone	+ 2,400
Photoduplication	+ 18,200
Other Services, Misc.	+ 14,300
Professional & Consultant Services	+ 125,000
	+$168,600

Regular Travel, Postage, Long Distance Telephone, Photoduplication, and Other Services, Misc.	+$ 43,600

The Office of the Librarian was officially reorganized October 1, 1989 and a number of distinct major suborganizational elements were transferred to other organizations. These transfers included positions and budgets. Prior to such transfers obligations in a number of non-personal accounts always exceeded base amounts. These were covered by reprogramming funds from other larger bases within the various suborganizational elements.

Since the reorganization the office has been reduced substantially. Non-personal bases in the current office therefore require the augmentation of additional funds as set forth above to support the mission of the current office.

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7. MANAGEMENT SERVICES
D. Office of the Librarian

Justification of Increases and Decreases

	FY 1990		FY 1991		Increases	
	No.	Amount	No.	Amount	No.	Amount

(2) Non-personal services - Growing Workload (continued)

Professional & Consultant Services ..... +$125,000

The Office of the Inspector General is responsible for auditing approximately 350 activities within the Library and has audit oversight over a budget of $380 million. In addition to cyclical reviews, the Office reviews allegations of waste, fraud, and abuse received from the General Accounting Office and from Library management and participates in financial records design reviews.

Given the current staffing level, the Office estimates that it will take more than seven years to complete an audit cycle of all Library functions. A task order contract with a CPA firm will supplement the existing workforce when critical needs arise, giving the office essential flexibility to perform high priority special requests on an as-needed basis.

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7. MANAGEMENT SERVICES
D. Office of the Librarian

Additional Information

New Positions Requested	Salaries	Benefits	Total
Legislative Liaison Office			
1 GS-7 Secretary/Editorial Assistant	$ 20,195	$ 5,533	$ 25,728
Librarian Emeritus staff			
1 GS-12 Research Assistant	35,825	9,816	45,641
2 Total positions requested	$ 56,020	$ 15,349	$ 71,369

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LIBRARY OF CONGRESS
SALARIES AND EXPENSES

7. MANAGEMENT SERVICES
D. Office of the Librarian

Additional Information

	FY1990 Budget	FY1991 Estimate	1991 Increase		
			Price Level	Growing Workload	TOTAL
2101 Regular Travel	18,360	25,060	2,000	4,700	6,700
2102 Attendance at Meetings	2,100	2,400	300		300
2103 Local Travel	270	270			0
2301 Postage	4,570	8,570		4,000	4,000
2310 Local Telephone	9,990	9,990			0
2320 Long Distance Telephone	2,390	4,790		2,400	2,400
2410 Printing, Forms	800	800			0
2420 Printing, Publications	15,000	15,000			0
2430 Photoduplication	18,830	37,630	600	18,200	18,800
2501 Other Services, Misc.	4,650	19,150	200	14,300	14,500
2520 Tuition and Training	2,640	2,940	300		300
2550 Professional & Consultant Service	116,400	244,400	1,000	125,000	126,000
Total, Non-personal Services	198,000	371,000	4,400	168,600	173,000

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MANAGEMENT SERVICES
E. Civic Achievement Award Program

Summary

	FY 1990 Enacted		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
(2) Non-personal services - Growing workload		$ 1,016,000		$ ----		-$1,016,000

Growing workload ..... - $ 1,016,000

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7. MANAGEMENT SERVICES
E. Civic Achievement Award Program

General Statement

The Civic Achievement Award Program in honor of the Office of Speaker of the House of Representatives was established on November 9, 1987, by Public Law 100-158. The program recognizes achievement in civic literacy in order to inspire nationwide learning of essential information relating to American history, government, geography, economics, and current events among students, classes, and schools throughout the nation in grades five through eight. The program is funded through annual appropriations from the Congress, coordinated by the Library of Congress, and administered by the Close Up Foundation, which submits semi-annual reports to the House of Representatives and the Library of Congress. A 14-member national advisory committee, which includes the Librarian of Congress, a representative of the Close Up Foundation, and a representative of the National Association of Elementary School Principals, advises the foundation on the structure and administration of this program.

The Library is not making a funding request for this program in fiscal year 1991. This is consistent with the Librarian's recommendation to the Senate Committee on Rules and Administration and the Committee on House Administration that the Library not fund programs over which it has no effective control. Senate Report 101-150 concurred in this suggestion and recommended that another agency be found for future funding. Therefore, the Library is requesting that the House concur with the recommendation of the Senate.

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34-796 O—90—22

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

7. MANAGEMENT SERVICES
E. Civic Achievement Award Program

Additional Information

	FY1990 Budget	FY1991 Estimate	1991 Increase		
			Price Level	Growing Workload	TOTAL
4100 Grants	1,016,000	0		-1,016,000	-1,016,000

8. **SPECIAL PROJECTS**

Summary

	FY 1990 Enacted		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions	25	$ 1,052,654	25	$ 1,052,654	+$	----
(2) Non-personal services:						
Price level		392,120		412,540	+	20,420
Growing workload		----		13,900	+	13,900
		392,120		426,440	+	34,320
Total, Special Projects	25	$ 1,444,774	25	$ 1,479,094	+$	34,320

Price level	+ $	20,420
Growing workload	+	13,900
Total	+ $	34,320

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8. **SPECIAL PROJECTS**
   A. Special Projects Office

General Statement

The Special Projects Office was established as an independent service unit in 1990, a key product of the Library's new concept of operations. The office was created to support the accomplishment of the mission of the Library as a whole by serving as a catalyst for innovative thinking and response to strategic and operational issues; by enhancing the skills of other Library staff by providing direct experience addressing such issues; and by providing a means of dealing with strategic and operational matters that affect more than one service unit of the Library, primarily through the sponsorship and oversight of Special Project Teams.

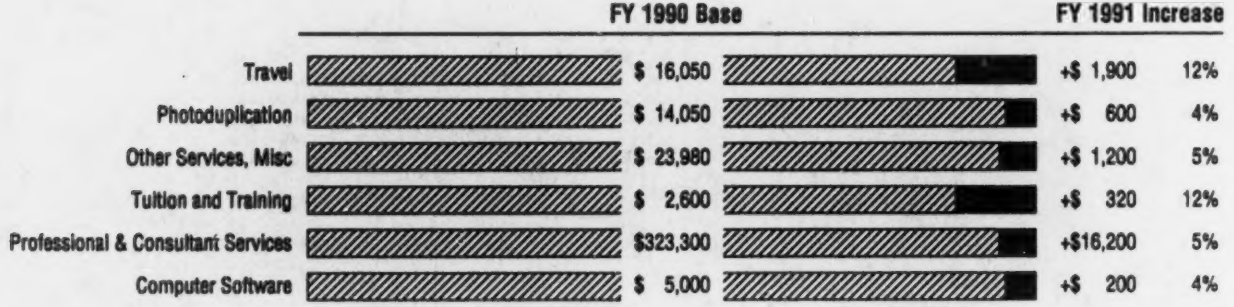
Special Projects is an office of eight permanent staff. The office is designed to expand to several times that size to meet project assignments of the Library's Management Team through a detailing of staff from other service units. Special Project team efforts to date have included studies of affirmative action, internal communications, secondary storage, and unprocessed arrearages; each has been considered a success. Major current Special Projects include the American Memory program and "ROLLUP", an effort to provide remote access to Library of Congress online files. The office anticipates an increase in the volume of team activity in 1991 as the special project approach receives wider recognition as an effective means by which the Library can study, analyze, and ultimately resolve strategic problems, while simultaneously creating opportunities for the professional development of the workforce and improvements in the project management capacity of the institution overall.

The Library is requesting a total of $1,479,094 to support the activities of the Special Projects Office in fiscal 1991, $954,988 of which is designated for the American Memory program. Staffing levels will remain constant and a non-personals increase of $34,320 has been requested: $20,420 provides for price level increases and $13,900 for growing workload increases.

8. **SPECIAL PROJECTS**
A. Special Projects Office

Justification of Increase and Decreases

	FY 1990 No.	FY 1990 Amount	FY 1991 No.	FY 1991 Amount	Increase No.	Increase Amount
(2) Non-personal services		$ 392,120		$ 426,440		+$ 34,320
Price level						+$ 20,420



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8. **SPECIAL PROJECTS**
   A. Special Projects Office

Justification of Increase and Decreases

	FY 1990 No.	FY 1990 Amount	FY 1991 No.	FY 1991 Amount	Increase No.	Increase Amount
(2) Non-personal services (continued)						
Growing workload						+$ 13,900
Regular Travel		+$ 300				
Postage		+ 200				
Long Distance Telephone		+ 1,100				
Photoduplication		+ 5,000				
Other Services, Misc.		+ 800				
Professional & Consultant Services		+ 6,500				
		+$ 13,900				

Regular Travel, Postage, Long Distance Telephone, Photoduplication, and Other Services, Misc. . +$ 7,400

For each of the last several years expenditures for such basic administrative functions as travel, telephone, mail, and photoduplication in the offices that became the Special Projects Office have exceeded allotment levels by small amounts. These deficits could be absorbed when Special Projects was a part of the larger organization of the Office of the Librarian, but they cannot be within the confines of a small and separate budget. The requested sum of $7,400 is only 4% of the overall 1990 non-personals allotment for the Office of the Librarian, whereas it is a full 43% of the separate non-personals allotment for the Special Projects Office.

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3. SPECIAL PROJECTS
A. Special Projects Office

Justification of Increase and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

(2) Non-personal services - Growing workload (continued)

Professional & Consulting Fees ..... +$ 6,500

Special Project Teams are formed as a means of addressing Library issues that, by virtue of their complexity or multi-organizational nature, are best suited for a structured, collective approach. The talents of all service units are tapped as these efforts are carried out: the work of a Special Project Team can require half- to full-time involvement of ten or more specialized staff for a duration of as much as one year. In isolated cases the team effort will require short-term involvement of outside consultants when a given skill is not found in house. A sum of $6,500 will pay for approximately 100 consultant hours for occasions such as this.

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LIBRARY OF CONGRESS
SALARIES AND EXPENSES

8. SPECIAL PROJECTS
A. Special Projects Office

Additional Information

	FY1990 Budget	FY1991 Estimate	1991 Increase		
			Price Level	Growing Workload	TOTAL
2101 Regular Travel	14,050	16,050	1,700	300	2,000
2102 Attendance at Meetings	3,100	3,300	200		200
2103 Local Travel	220	220			0
2301 Postage	220	420		200	200
2310 Local Telephone	1,530	1,530			0
2320 Long Distance Telephone	860	1,960		1,100	1,100
2330 Rental of Equipment	1,000	1,000			0
2410 Printing, Forms	850	850			0
2430 Photoduplication	14,050	19,650	600	5,000	5,600
2501 Other Services, Misc.	24,220	26,220	1,200	800	2,000
2520 Tuition and Training	2,600	2,920	320		320
2550 Professional & Consultant Service	323,300	346,000	16,200	6,500	22,700
2580 Data Base Service	1,000	1,000			0
2610 Computer Software	5,000	5,200	200		200
3100 Books and Library Materials	120	120			0
Total, Non-personal Services	392,120	426,440	20,420	13,900	34,320

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Schedule C

Library of Congress
Salaries and Expenses
Summary
Detailed Analysis of Changes
FY1991

	Calculation of Base	
	STAFF	DOLLARS ($000)
Appropriation, 1990	3,294	$164,186
Minus: Reduction pursuant to P.L. 99-177		- 2,217
Reduction pursuant to P.L. 101-164		- 681
Budget Base, 1990		$161,288

	1991 Request	
	STAFF	DOLLARS ($000)
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increases and related benefits		1,760
2. Annualization of pay raises		4,835
3. Annualization of pay raises (Foreign)		133
4. Accident Compensation		34
5. One day extra		526
6. Lift the pay cap		222
7. Annualization of unfinanced positions		522
8. Partial funding of 1/91 pay raise		1,871
9. Police - 4th & final raise		170
B. Price Level Changes		
1. Travel cost increases		68
2. Transportation of things		9
3. Rent & postage increase		356
4. Printing cost increase		204
5. ADP timesharing price increase		3
6. Misc. services increase		646
7. Training-tuition increases		64
8. Supplies cost increase		112
9. Equipment cost increase		225
C. Program Increases		
1. Staff level increase	228	7,039
Indefinite positions	(15)	356
Unfinanced positions		3,059
2. Other program increase		
a. Travel		143
b. Transportation of things		10
c. Rent, communications , utilities		5,517
d. Printing & reproduction		625
e. Other services		5,140
f. Supplies & materials		831
g. Equipment		2,299
h. Other personnal compensation		690
D. Program Decreases		
1. Civic Achievement Awards		- 1,016
II. Net Increase/Decrease Requested	228	36,453
III. Total Appropriation Request, 1991	3,522	197,741

Schedule C

Library of Congress
Salaries and Expenses
Collection Services
Detailed Analysis of Changes
FY1991

	Calculation of Base	
	STAFF	DOLLARS ($000)
Appropriation, 1990	1,710	$ 77,269
Minus: Reduction pursuant to P.L. 99-177		- 1,048
Reduction pursuant to P.L. 101-164		- 331
Budget Base, 1990		75,890

	1991 Request	
	STAFF	DOLLARS ($000)
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increases and related benefits		1,060
2. Annualization of pay raises		2,486
3. Annualization of pay raises (Foreign)		133
4. Accident Compensation		—
5. One day extra		274
6. Lift the pay cap		56
7. Annualization of unfinanced positions		509
8. Partial funding of 1/91 pay raise		938
B. Price Level Changes		
1. Travel cost increases		33
2. Transportation of things		9
3. Rent & postage increase		100
4. Printing cost increase		19
5. ADP timesharing price increase		1
6. Misc. services increase		224
7. Training-tuition increases		9
8. Supplies cost increase		34
9. Equipment cost increase		190
C. Program Increases		
1. Staff level increase	151	4.174
Indefinite positions	(15)	356
Unfinanced positions		2,015
2. Other program increase		
a. Travel		57
b. Transportation of things		—
c. Rent, Communications, Utilities		100
d. Printing & Reproduction		—
e. Other Services		1,349
f. Supplies & Materials		36
g. Equipment		843
h. Other personnel compensation		359
D. Program Decreases		—
II. Net Increase/Decrease Requested	151	15,364
III. Total Appropriation Request, 1991	1,861	91,254

Note $111,000 of the FY 1990 appropriation is restricted from obligation or expenditure. (See P.L. 101-163)

Schedule C

Library of Congress
Salaries and Expenses
Constituent Services
Detailed Analysis of Changes
FY1991

248.

	Calculation of Base	
	STAFF	DOLLARS ($000)
Appropriation, 1990	598	$ 24,774
Minus: Reduction pursuant to P.L. 99-177		- 336
Reduction pursuant to P.L. 101-164		- 84
Budget Base, 1990		24,354

	1991 Request	
	STAFF	DOLLARS ($000)
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increases and related benefits		218
2. Annualization of pay raises		834
3. Annualization of pay raises (Foreign)		---
4. Accident Compensation		---
5. One day extra		88
6. Lift the pay cap		32
7. Annualization of unfinanced positions		---
8. Partial funding of 1/91 pay raise		324
B. Price Level Changes		
1. Travel cost increases		8
2. Transportation of things		---
3. Rent & postage increase		6
4. Printing cost increase		132
5. ADP timesharing price increase		1
6. Misc. services increase		44
7. Training-tuition increases		8
8. Supplies cost increase		5
9. Equipment cost increase		---
C. Program Increases		
1. Staff level increase	21	687
Indefinite positions		---
Unfinanced positions		293
2. Other program increase		
a. Travel		7
b. Transportation of things		---
c. Rent, Communications, Utilities		6
d. Printing & Reproduction		516
e. Other Services		482
f. Supplies & Materials		80
g. Equipment		---
h. Other personnel compensation		125
D. Program Decreases		---
II. Net Increase/Decrease Requested	21	3,896
III. Total Appropriation Request, 1991	619	28,250

Schedule C

Library of Congress
Salaries and Expenses
Law Library
Detailed Analysis of Changes
FY1991

	Calculation of Base	
	STAFF	DOLLARS ($000)
Appropriation, 1990	102	$ 4,068
Minus: Reduction pursuant to P.L. 99-177		- 56
Reduction pursuant to P.L. 101-164		- 18
Budget Base, 1990		3,994

	1991 Request	
	STAFF	DOLLARS ($000)
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increases and related benefits		100
2. Annualization of pay raises		166
3. Annualization of pay raises (Foreign)		—
4. Accident Compensation		—
5. One day extra		19
6. Lift the pay cap		28
7. Annualization of unfinanced positions		—
8. Partial funding of 1/91 pay raise		63
B. Price Level Changes		
1. Travel cost increases		1
2. Transportation of things		—
3. Rent & postage increase		—
4. Printing cost increase		1
5. ADP timesharing price increase		1
6. Misc. services increase		—
7. Training-tuition increases		—
8. Supplies cost increase		—
9. Equipment cost increase		—
C. Program Increases		
1. Staff level increase	10	474
Indefinite positions		—
Unfinanced positions		154
2. Other program increase		
a. Travel		11
b. Transportation of things		—
c. Rent, Communications, Utilities		—
d. Printing & Reproduction		—
e. Other Services		77
f. Supplies & Materials		—
g. Equipment		—
h. Other personnel compensation		22
D. Program Decreases		—
II. Net Increase/Decrease Requested	10	1,117
III. Total Appropriation Request, 1991	112	5,111

Schedule C

Library of Congress
Salaries and Expenses
Cultural Affairs
Detailed Analysis of Changes
FY1991

250.

	Calculation of Base	
	STAFF	DOLLARS ($000)
Appropriation, 1990	72	$ 4,240
Minus: Reduction pursuant to P.L. 99-177		- 58
Reduction pursuant to P.L. 101-164		- 18
Budget Base, 1990		4,164

	1991 Request	
	STAFF	DOLLARS ($000)
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increases and related benefits		32
2. Annualization of pay raises		125
3. Annualization of pay raises (Foreign)		---
4. Accident Compensation		---
5. One day extra		14
6. Lift the pay cap		9
7. Annualization of unfinanced positions		13
8. Partial funding of 1/91 pay raise		47
B. Price Level Changes		
1. Travel cost increases		8
2. Transportation of things		---
3. Rent & postage increase		---
4. Printing cost increase		28
5. ADP timesharing price increase		---
6. Misc. services increase		10
7. Training-tuition increases		1
8. Supplies cost increase		4
9. Equipment cost increase		---
C. Program Increases		
1. Staff level increase	4	150
Indefinite positions		---
Unfinanced positions		---
2. Other program increase		
a. Travel		32
b. Transportation of things		10
c. Rent, Communications, Utilities		---
d. Printing & Reproduction		78
e. Other Services		228
f. Supplies & Materials		10
g. Equipment		---
h. Other personnel compensation		14
D. Program Decreases		---
II. Net Increase/Decrease Requested	4	813
III. Total Appropriation Request, 1991	76	4,977

Schedule C

Library of Congress
Salaries and Expenses
Management Services
Detailed Analysis of Changes
FY1991

	Calculation of Base	
	STAFF	DOLLARS ($000)
Appropriation, 1990	787	$ 52,362
Minus: Reduction pursuant to P.L. 99-177		- 698
Reduction pursuant to P.L. 101-164		- 223
Budget Base, 1990		51,441

	1991 Request	
	STAFF	DOLLARS ($000)
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increases and related benefits		345
2. Annualization of pay raises		1,186
3. Annualization of pay raises (Foreign)		—
4. Accident Compensation		34
5. One day extra		127
6. Lift the pay cap		97
7. Annualization of unfinanced positions		—
8. Partial funding of 1/91 pay raise		484
9. Police - 4th & final raise		170
B. Price Level Changes		
1. Travel cost increases		16
2. Transportation of things		—
3. Rent & postage increase		250
4. Printing cost increase		23
5. ADP timesharing price increase		—
6. Misc. services increase		350
7. Training-tuition increases		46
8. Supplies cost increase		69
9. Equipment cost increase		35
C. Program Increases		
1. Staff level increase	42	1,554
Indefinite positions		—
Unfinanced positions		597
2. Other program increase		
a. Travel		36
b. Transportation of things		—
c. Rent, Communications, Utilities		5,410
d. Printing & Reproduction		26
e. Other Services		2,984
f. Supplies & Materials		705
g. Equipment		1,456
h. Other personnel compensation		165
D. Program Decreases		
1. Civic Achievement Award		- 1,016
II. Net Increase/Decrease Requested	42	15,149
III. Total Appropriation Request, 1991	829	66,590

Schedule C

Library of Congress
Salaries and Expenses
Special Projects
Detailed Analysis of Changes
FY1991

252.

	Calculation of Base	
	STAFF	DOLLARS ($000)
Appropriation, 1990	25	$ 1,473
Minus: Reduction pursuant to P.L. 99-177		- 21
Reduction pursuant to P.L. 101-164		- 7
Budget Base, 1990		1,445

	1991 Request	
	STAFF	DOLLARS ($000)
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increases and related benefits		5
2. Annualization of pay raises		38
3. Annualization of pay raise (Foreign)		—
4. Accident Compensation		—
5. One day extra		4
6. Lift the pay cap		—
7. Annualization of unfinanced positions		—
8. Partial funding of 1/91 pay raise		15
B. Price Level Changes		
1. Travel cost increases		2
2. Transportation of things		—
3. Rent & postage increase		—
4. Printing cost increase		1
5. ADP timesharing price increase		—
6. Misc. services increase		18
7. Training-tuition increases		—
8. Supplies cost increase		—
9. Equipment cost increase		—
C. Program Increases		
1. Staff level increase		—
Indefinite positions		—
Unfinanced positions		—
2. Other program increase		
a. Travel		—
b. Transportation of things		—
c. Rent, Communications, Utilities		1
d. Printing & Reproduction		5
e. Other Services		20
f. Supplies & Materials		—
g. Equipment		—
h. Other personnel compensation		5
D. Program Decreases		—
II. Net Increase/Decrease Requested		114
III. Total Appropriation Request, 1991	25	1,559

LIBRARY OF CONGRESS
Salaries and Expenses

Program and Financing (in thousands of dollars)

Identification code 03-0101-0-1-503		1989 actual	1990 est.	1991 est.
	Program by activities:			
	Direct program:			
00.01	Collections services	71,605	76,290	91,854
00.02	Constituent services	23,141	24,354	28,250
00.03	Cultural affairs	3,884	4,164	4,977
00.04	Law library	3,963	3,994	5,111
00.05	Management services	48,865	51,441	66,590
00.06	Special projects		1,445	1,559
00.91	Total direct program	151,458	161,688	198,341
01.81	Reimbursable program	63,299	62,300	65,900
10.00	Total obligations	214,757	223,988	264,241
	Financing:			
	Offsetting collections from:			
11.00	Federal funds	−53,449	−62,450	−66,050
14.00	Non-Federal sources	−4,850	−5,550	−6,450
21.40	Unobligated balance available, start of year	−10,135	−10,239	−9,728
24.40	Unobligated balance available, end of year	10,239	9,728	9,128
25.00	Unobligated balance lapsing	1,481		
27.00	Reduction pursuant to P.L. 99-177		71	
39.00	Budget authority	148,042	155,548	191,141
	Budget authority:			
40.00	Appropriation	148,042	158,486	191,141
40.00	Reduction pursuant to P.L. 101-163		−111	
40.00	Reduction pursuant to P.L. 101-164		−681	
40.00	Reduction pursuant to P.L. 99-177		−2,146	
43.00	Appropriation (adjusted)	148,042	155,548	191,141
	Relation of obligations to outlays:			
71.00	Obligations incurred, net	146,458	155,988	191,741
72.40	Obligated balance, start of year	46,914	54,842	45,830
74.40	Obligated balance, end of year	−54,842	−45,830	−55,491
77.00	Adjustments in expired accounts	−893		
90.00	Outlays	137,637	165,000	182,080

Object Classification (in thousands of dollars)

Identification code 03-0101-0-1-503		1989 actual	1990 est.	1991 est.
	Direct obligations:			
	Personnel compensation:			
11.1	Full-time permanent	92,184	97,511	113,426
11.3	Other than full-time permanent	2,363	2,872	3,507
11.5	Other personnel compensation	1,976	843	1,573
11.8	Special personal services payments	24	9	9
11.9	Total personnel compensation	96,547	101,235	118,515
12.1	Civilian personnel benefits	14,705	16,983	20,920
13.0	Benefits for former personnel	107	140	141
21.0	Travel and transportation of persons	725	676	886
22.0	Transportation of things	218	227	246
23.1	Rental payments to GSA	2,020	2,144	7,264
23.3	Communications, utilities, and miscellaneous charges	8,718	9,055	9,808
24.0	Printing and reproduction	4,400	4,235	5,064
25.0	Other services	10,424	11,444	17,497
26.0	Supplies and materials	2,074	2,839	3,782
31.0	Equipment	10,840	11,692	14,216
41.0	Grants, subsidies, and contributions	680	1,016	
42.0	Insurance claims and indemnities		2	2
99.0	Subtotal, direct obligations	151,458	161,688	198,341
99.0	Reimbursable obligations	63,299	62,300	65,900
99.9	Total obligations	214,757	223,988	264,241

Personnel Summary

Total number of full-time permanent positions	3,257	3,294	3,522
Total compensable workyears:			
Full-time equivalent employment	2,857	2,860	3,230
Full-time equivalent of overtime and holiday hours	44	15	16

NATIONAL FILM PRESERVATION BOARD

National Film Preservation Board

salaries and expenses

Program and Financing (in thousands of dollars)

Identification code 03-0143-0-1-503		1989 actual	1990 est	1991 est
	Program by activities:			
10.00	Total obligations	217		
	Financing:			
25.00	Unobligated balance lapsing	33		
40.00	Budget authority (appropriation)	250		
	Relation of obligations to outlays:			
71.00	Obligations incurred, net	217		
72.40	Obligated balance, start of year		186	
74.40	Obligated balance, end of year	−186		
90.00	Outlays	31	186	

Public Law 100–446 established the National Film Preservation Board for the purpose of registering films that are culturally, historically, or aesthetically significant. The Board determines what films shall be included on the Registry. In 1990, this activity was transferred to Library of Congress, Salaries and expenses account.

Object Classification (in thousands of dollars)

Identification code 03-0143-0-1-503		1989 actual	1990 est	1991 est
21.0	Travel and transportation of persons	2		
24.0	Printing and reproduction	11		
25.0	Other services	44		
26.0	Supplies and materials	160		
99.9	Total obligations	217		

Schedule A

Library of Congress
Salaries and Expenses
By Organization and By Object Class
FY1991

Categories	FY 89 Actual STAFF	FY 89 Actual DOLLARS ($000)	FY 90 Estimate STAFF	FY 90 Estimate DOLLARS ($000)	FY 91 Estimate STAFF	FY 91 Estimate DOLLARS ($000)	Net Change 90/91 STAFF	Net Change 90/91 DOLLARS ($000)
1. Breakdown by Organizations:								
Collections Services	1,707	$ 71,605	1,709	$ 75,890	1,860	$ 91,254	+151	$+ 15,364
Constituent Services	597	23,141	597	24,354	618	28,250	+ 21	+ 3,896
Cultural Affairs	67	3,884	72	4,164	76	4,977	+ 4	+ 813
Law Library	102	3,963	102	3,994	112	5,111	+ 10	+ 1,117
Management Services	784	48,865	787	51,441	829	66,590	+ 42	+ 15,149
Special Projects	---	---	25	1,445	25	1,559	---	+ 114
Total	3,257	151,458	3,292	161,288	3,520	197,741	+228	+ 36,453
2. Breakdown by Object Class:								
11 Personnel Compensation		96,547		101,235		118,515		+ 17,280
12 Personnel Benefits		14,705		16,983		20,920		+ 3,937
13 Benefits to Former Personnel		107		140		141		+ 1
21 Travel		725		676		886		+ 210
22 Transportation of Things		218		227		246		+ 19
23 Rent, Communication & Util.		10,738		11,199		17,072		+ 5,873
24 Printing & Reproduction		4,400		4,235		5,064		+ 829
25 Other Services		10,424		11,044		16,897		+ 5,853
26 Supplies & Materials		2,074		2,839		3,782		+ 943
31 Equipment		10,840		11,692		14,216		+ 2,524
41 Grants		680		1,016		---		- 1,016
42 Insurance Claims & Indem.		---		2		2		---
Total		151,458		161,288		197,741		+ 36,453

Schedule B

Library of Congress
Salaries and Expenses
Analysis of Change
By Organization and By Object Class
FY 1991

Categories	MANDATORY CHANGES		PRICE LEVEL CHANGES		PROGRAM CHANGES						NET CHANGE	
					STAFF LEVEL INCREASES		OTHER INCREASES		PROGRAM DECREASES			
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	($000)	STAFF	($000)
1. Breakdown by Organizations:												
Collections Services		$ 5,456		$ 619	151	$ 6,345		$ 2,744		$ —	151	$ 15,364
Constituent Services		1,496		204	21	980		1,216		—	21	3,896
Cultural Affairs		240		51	4	150		372		—	4	813
Law Library		376		3	10	628		110		—	10	1,117
Management Services		2,463		789	42	2,151		10,782		- 1,016	42	15,149
Special Projects		62		21	—	—		31		—	—	114
Total		10,073		1,687	228	10,454		15,255		- 1,016	228	36,453
2. Breakdown by Object Class:												
11 Personnel Compensation		8,359		—		8,231		690		—		17,280
12 Personnel Benefits		1,713		—		2,224		—		—		3,937
13 Benefits to Former Personnel		1		—		—		—		—		1
21 Travel		—		68		—		143		—		210
22 Transportation of Things		—		9		—		10		—		19
23 Rent, Communication & Util.		—		356		—		5,517		—		5,873
24 Printing & Reproduction		—		204		—		625		—		829
25 Other Services		—		713		—		5,140		—		5,853
26 Supplies & Materials		—		112		—		831		—		943
31 Equipment		—		225		—		2,299		—		2,524
41 Grants		—		—		—		—		- 1,016		- 1,016
42 Insurance Claims & Indem.		—		—		—		—		—		—
Total		10,073		1,687		10,454		15,255		- 1,016		36,453

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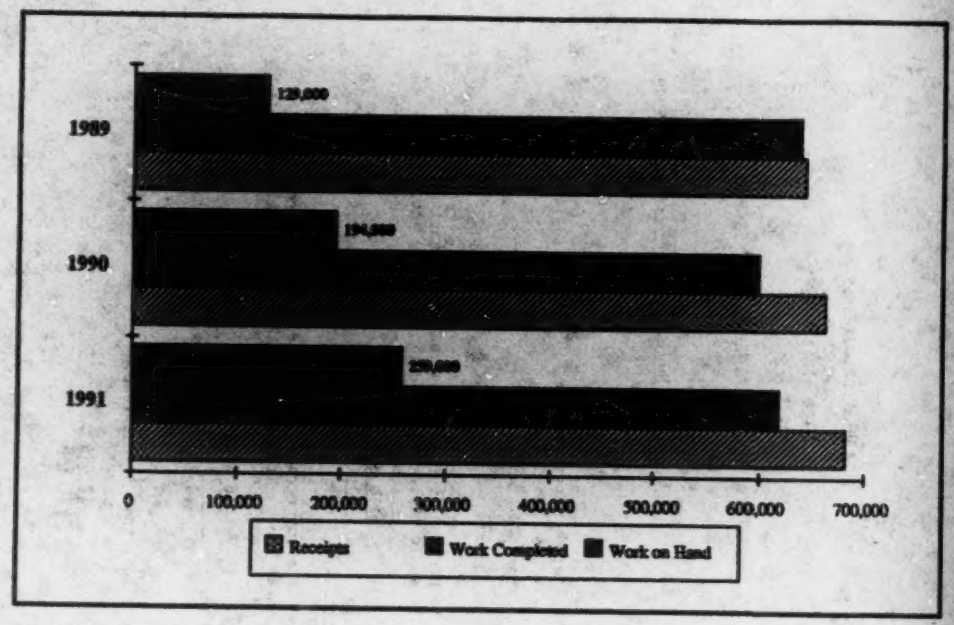
COPYRIGHT OFFICE WORKLOAD PROJECTIONS

November 1989



Fiscal Year	Staffing	Receipts	Work Completed	Work on Hand
1989	510	645,000	640,000	129,000
1990	480	665,000	600,000	194,000
1991	500*	685,000	620,000	259,000

**Current Staff*

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

	Total	Offsetting Collections	Regular Bill
1990 Budget Enacted	$20,373,000	-$8,139,000	$12,234,000
Less: G/R/H Sequestration, P.L. 99-177	-277,000	-108,000	-169,000
War on Drugs, P.L. 101-164	- 53,000	----	- 53,000
1990 Budget Adjusted	$20,043,000	-$8,031,000	$12,012,000
1991 Estimate	$25,755,000	-14,509,000	$11,246,000
Net increase	+5,712,000	- 6,478,000	-766,000

Summary

	FY 1990 Enacted		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
Mandatory Increases		$ ----		$ 1,430,464		+$1,430,464
Staff Recognition and Development		----		394,700		+ 394,700
Positions	564	18,160,170	597	19,160,561	+33	+ 1,000,391
Non-personal Services:						
Price level		1,882,830		1,937,430		+ 54,600
Growing workload		----		2,831,845		+ 2,831,845
		1,882,830		4,769,275		+ 2,886,445
Total, Salaries & Expenses, Copyright Office	564	$20,043,000	597	$25,755,000	+33	+$5,712,000
Less: Offsetting Collections		-8,031,000		-14,509,000		- 6,478,000
	564	$12,012,000	597	$11,246,000	+33	-$ 766,000

Mandatory		+ $1,430,464
Price level		+ 54,600
Growing workload	+33	+ 4,226,936
Total		+ $5,712,000

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

1. BASIC

	Total	Offsetting Collections	Regular Bill
1990 Budget Enacted	$19,234,000	-$7,000,000	$12,234,000
Less: G/R/H Sequestration, P.L. 99-177	-262,000	- 53,000	-169,000
War on Drugs, P.L. 101-164	- 53,000	----	- 53,000
1990 Budget Adjusted	$18,919,000	-$6,907,000	$12,012,000
1991 Estimate	$23,990,000	-13,000,000	$10,990,000
Net increase	+5,071,000	- 6,093,000	-1,022,000

Summary

	FY 1990 Enacted No.	FY 1990 Enacted Amount	FY 1991 No.	FY 1991 Amount	Increase No.	Increase Amount
Mandatory Increases	$	----		$ 1,365,893		+$1,365,893
Staff Recognition and Development		----		378,200		+ 378,200
Positions	534	17,157,270	564	18,080,477	+30	+ 923,207
Non-personal Services:						
Price level		1,761,730		1,811,430		+ 49,700
Growing workload		----		2,610,000		+ 2,610,000
		1,761,730		4,421,430		+ 2,659,700
Total, Copyright Office - BASIC	534	$18,919,000	564	$24,246,000	+30	+$5,327,000
Less: Offsetting Collections		-6,907,000		-13,000,000		- 6,093,000
	534	$12,012,000	564	$11,246,000	+30	-$ 766,000

Mandatory		+ $1,365,893
Price level		+ 49,700
Growing workload	+30	+ 3,911,407
Total		+ $5,327,000

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

1. BASIC

General Statement

As the agency charged with the administration of the U.S. copyright law, the Copyright Office processes claims for copyright registration, creates an on-line index of all claims that are registered, and provides certified searches of the public copyright records as well as general information about copyright to the public. The Office also processes and records works deposited under the mandatory deposit provisions of the law as well as certain kinds of documents submitted for recordation.

The Office has long provided information and advice to other U.S. Government entities, in both the executive and legislative branches. In this role, the Office assists Congressional Committees in drafting or analyzing legislation relating to copyright, represents the U.S. Government at international copyright conclaves, and advises the U.S. Trade Representative, the State Department, and the Commerce Department on foreign trade policy and the protection of intellectual property abroad. Additionally, the Office provides regular information, and technical support to the copyright-relevant activities of all executive agencies.

Last year, despite processing the highest volume of work in our history and making additional gains in individual productivity, the Office, as predicted, saw our backlog grow slightly as a result of the rising tide of copyright registration claims. We have reached this condition after a decade of greatly increased productivity and a reduction of 150 employees. Further substantial improvements in operational efficiency are predicated on completely revamping and upgrading our automated systems. This will take several years and an infusion of capital funding from increased fees, which we expect when the copyright fee bill is enacted early in 1990. In the meantime, we have reached the point where our only option is to request funds to add staff to handle the ever-growing workload. The 30 requested positions will be assigned to the most critical of the operational functions involved in the processing and recording of copyright registrations.

As the accompanying chart shows, we are moving steadily towards our estimated one million claims annually by the end of the millennium. With this rapidly growing workload, we need these new positions to prevent the degradation of the high quality of service on which the Copyright Office has always prided itself.

The Library is requesting a total of $24,246,000 to fund the Basic Copyright Office in fiscal 1991. This represents an increase of $5,327,000. Of this amount, $1,365,893 is a result of mandatory increases, $2,659,700 is for non-personal services, $923,207 is for 30 new positions and overtime, and $378,200 is for staff recognition and development.

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

1. BASIC

Justification of Increases and Decreases

	FY 1990 No.	FY 1990 Amount	FY 1991 No.	FY 1991 Amount	Increase No.	Increase Amount
A. Mandatory increases						+$1,365,893
(1) Ingrades						+$ 166,238
Funds are requested to cover ingrade increases:						
Salaries		$ 138,116				
Personnel Benefits		28,122				
		$ 166,238				
(2) Annualization of pay raise						+ 665,100
This increase is necessary to provide for annualization of the entire 1990 pay raise for General Schedule employees, effective January 1990.						
Salaries		$ 554,600				
Personnel Benefits		110,500				
		$ 665,100				
(3) Lift the pay cap, January 1991						+ 19,800
In January 1991, rates of pay for supergrades will increase in accordance with the provisions of the Government Ethics Reform Act of 1989. Funds are requested to cover these increases.						
Salaries		$ 16,500				
Personnel Benefits		3,300				
		$ 19,800				
(4) One extra day						+ 75,755
Fiscal 1991 has 261 days, one more than fiscal 1990.						
Salaries		$ 63,129				
Personnel Benefits		12,626				
		$ 75,755				

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

1. BASIC

Justification of Increases and Decreases

	FY 1990 No.	FY 1990 Amount	FY 1991 No.	FY 1991 Amount	Increase No.	Increase Amount
A. Mandatory increases (continued)						
(5) Annualization of unfinanced positions approved in fiscal 1990						+ 183,000
Funds are requested to annualize the unfinanced positions approved in fiscal 1990.						
Salaries		$ 143,642				
Personnel Benefits		39,358				
		$ 183,000				
(6) Partial funding for January 1991 pay raise						+ 256,000
This increase is necessary to provide for a 3.5 percent pay raise with 50 percent absorption effective January 1991.						
Salaries		$ 213,200				
Personnel Benefits		42,800				
		$ 256,000				

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LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

1. BASIC

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
B. Staff Recognition and Development						+ $ 378,200

Performance Awards ..... + $112,200

The Copyright Office is requesting an amount of $112,200 to ensure that staff achievement and hard work are appropriately recognized.

In addition we are experimenting with a program that will enable a cash award to be made to each staff member of certain units for each day a unit is operationally current.

Tuition and Training ..... + $266,000

The Copyright Office is requesting an amount of $266,000 to provide training opportunities for increased flexibility, job enrichment, and productivity for all staff.

For the Copyright Office to improve its performance and realize the full potential of our staff, we must develop a comprehensive training program. This program should:

-- Increase opportunities for staff to broaden professional horizons.

-- Ensure that all necessary training in work-related skills is provided.

-- Ensure regular training opportunities in matters relating to Copyright Law.

-- Strive to obtain maximum staff participation at all levels in consultative management techniques, ensuring maximum staff involvement in the decision-making process in all applicable areas.

1. BASIC

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

B. Staff Recognition and Development (continued)

-- Provide training in consultative management techniques for new supervisors, staff members and new members of divisional satellite groups, and the departmental Labor-Management Working Group (LMWG).

-- Provide training in group decision-making and effective meeting techniques to Satellite Group representatives.

-- Provide training in effective meeting techniques for all staff.

-- Provide comprehensive supervisory training.

-- Provide new staff orientation.

-- Include an outreach program involving staff giving speeches at and participating in industry meetings related to intellectual property issues.

-- Provide seminars and workshops to the Library and the academic community about the Copyright Law.

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LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

1. BASIC

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
C. Positions	534	$17,157,270	564	$18,080,477	+30	+$ 923,207

The Copyright Office requests $873,207 for 30 essential positions. Specifically, the positions are:

9 GS-11 Copyright Examiners, 6 GS-11 Copyright Catalogers, 2 GS-4 Mail Technicians, 2 GS-6 Material Expediters, 2 GS-4 File Clerks, 1 GS-4 Data Entry Clerk, 1 GS-4 Registration Numbering Clerk, 2 GS-7 Copyright Bibliographers, 2 GS-4 Clerk Typists, 2 GS-4 Deposit Copies Storage Clerks, and 1 GS-4 Preservation Clerk.

After a decade of increased productivity and staff reduction, culminating last year in the highest volume of work processed, we have reached the point where we must request additional staff to handle the evergrowing workload. Since Congress completely revised the Copyright law in 1978, the staff and management at the Copyright Office have vigorously sought new ways to increase productivity: we have continually reviewed and revised our procedures; we have introduced automation at every level (we now have over 450 automated workstations of one kind or another for 500 employees); and we have, through consultative management, encouraged our creative and dedicated staff to help discover new ways to streamline workflow. However, with rapidly growing workloads and without additional trained staff, the quality of the Copyright Office's service will be adversely impacted in numerous ways.

Delays in issuing certificates will continue to increase, from the current 8 weeks to 14 weeks. This, in turn, will increase inquiries from the general public and the Congress, will increase correspondence and telephone calls for the Examining Division, will increase time to retrieve records needed for litigation, will increase the number of Special Handling requests, which take resources away from regular workload, and it will add more months to providing access to the on-line catalog of copyright registrations--the legally-mandated index to registrations, renewals, and documents.

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

1. BASIC

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

C. Positions (continued)

In addition work on hand will increase by over 30% (65,000 additional claims in fiscal 1991 over fiscal 1990), creating space and shelving problems, loss of copies and applications, delays in depositing money in the U.S. Treasury, delays in the transfer of funds to the copyright appropriation, and extreme delays in transferring materials selected by the Library for its collections.

Additional workload for Information and Reference Division $50,000

The Information and Reference Division performs searches and makes certified copies of copyright records at the statutory rate of $10 per hour. The public regularly asks for expedited service for information needed for pending litigation, customs matters, contract negotiations, or to meet publishing deadlines. To avoid backing up the regular work still further, these requests are executed on overtime, for which an additional charge is made, which the requestors are willing to pay.

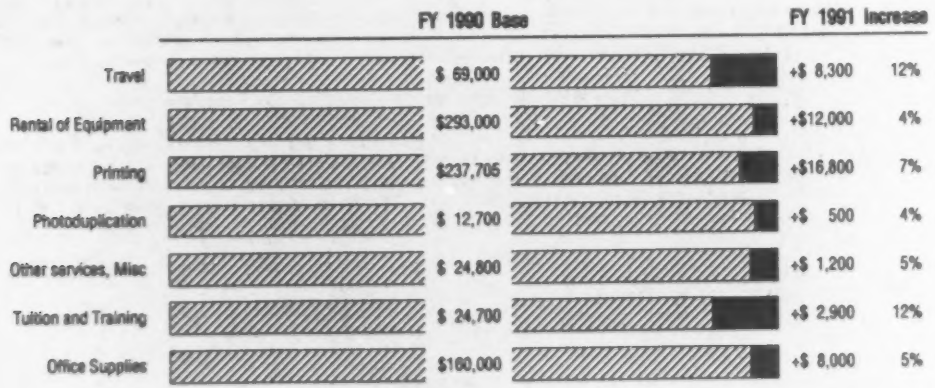
The number of these requests for special service has increased to the point where we can no longer absorb the overtime cost. Therefore we are proposing that a line item be established for an overtime allotment of $50,000 to provide this necessary service.

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

1. BASIC

Justification of Increases and Decreases

	FY 1990 No.	FY 1990 Amount	FY 1991 No.	FY 1991 Amount	Increase No.	Increase Amount
D. Non-personal Services		$ 1,761,730		$ 4,421,430		+$2,659,700
Price level						+$ 49,700



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LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

1. BASIC

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

D. Non-personal Services (continued)

Growing Workload ..... +$2,610,000

The copyright card catalog, which contains about 45 million cards, represents the public record of copyright registrations from 1870 to 1977. Information recorded in this card file is accessible only in the Copyright Office; whereas, information on registrations from 1978 to the present is available through the Library's on-line systems, and is currently being processed for sale to the public.

Converting and reducing this enormous catalog to a machine-readable format, such as optical disk, will significantly improve the level and quality of service to the copyright community nationwide by making it available for purchase, and accessible via terminals located where the information is needed in the Copyright Office and other parts of the Library. This will enable the public to conduct its own informal searches, leaving more time for the reduced copyright staff to produce timely certified search reports.

Elimination of the card catalog will also release approximately 6,000 square feet of floor space. This space will be used to accommodate the 50% increase in claims received annually, which we estimate will total more than a million annually by the year 2,000.

To effect this conversion, we will issue an RFP for equipment and services covering a period of about three years. We will not know actual costs or the duration of the project until receiving responses to the RFP. Therefore, we are requesting approval to use $2,610,000 of the $7 million in additional receipts anticipated when the copyright fee bill is enacted in early 1990. To complete this extensive project, we also request that the funding be made available as no-year money. The estimate is based on the price of systems

1. BASIC

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

D. Non-personal Services - Growing Workload (continued)

currently on the market. Although it would be desirable to provide full cataloging of the more than 20 million registrations represented in this file, the time and cost would be prohibitive. Therefore, only a minimal level of manual indexing is included in the cost estimates.

The funding will be spent as follows:

a.	Data Processing Equipment	$1,810,000
b.	Indexing and Quality Assurance	400,000
c.	Engineering and Consultant Services	200,000
d.	Application and Software Licenses ..	200,000
		$2,610,000

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LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

1. BASIC

Additional Information

	1990 Budget	1991 Estimate	1991 Increases: Price Level	1991 Increases: Growing Workload	1991 Increases: Total
2101 Regular Travel	$ 63,300	$ 70,500	$ 7,200	$	$ 7,200
2102 Attendance at Meetings	9,000	10,100	1,100		1,100
2103 Local Travel	300	300			0
2301 Postage	402,000	402,000			0
2310 Local Telephone	68,800	68,800			0
2312 Local Telephone - Digital Switch	100,325	100,325			0
2320 Long Distance Telephone	100,000	100,000			0
2327 Teletype, etc.	100	100			0
2330 Rental of Equipment	297,400	309,400	12,000		12,000
2340 Rental of Computer Software	0	200,000		200,000	200,000
2410 Printing, Forms	229,805	245,805	16,000		16,000
2420 Printing, Publications	2,300	2,300			0
2421 Printing, Catalogs	10,900	11,700	800		800
2430 Photoduplication	13,200	13,700	500		500
2440 Offset Reproduction	4,000	4,000			0
2501 Other Services, Misc.	24,800	426,000	1,200	400,000	401,200
2520 Tuition and Training	25,900	294,800	2,900	266,000	268,900
2545 Grievance & Arbitration Service	3,000	3,000			0
2550 Professional & Consultant Service	100,000	300,000		200,000	200,000
2601 Office Supplies	163,600	171,600	8,000		8,000
3100 Books and Library Materials	43,000	43,000			0
3140 Equipment (ADP)	100,000	1,910,000		1,810,000	1,810,000
Total, Copyright - BASIC	$1,761,730	$4,687,430	$49,700	$2,876,000	$2,925,700

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LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

2. LICENSING DIVISION

	Total	Offsetting Collections	Regular Bill
1990 Budget Enacted	$ 1,139,000	-$1,139,000	$ ----
Less: G/R/H Sequestration, P.L. 99-177	- 15,000	- 15,000	----
War on Drugs, P.L. 101-164	----	----	----
1990 Budget Adjusted	$ 1,124,000	-$1,124,000	$ ----
1991 Estimate	$ 1,509,000	-$1,509,000	$ ----
Net increase	+385,000	- 385,000	----

Summary

	FY 1990 Enacted No.	FY 1990 Enacted Amount	FY 1991 No.	FY 1991 Amount	Increase No.	Increase Amount
Mandatory Increases		$ ----		$ 64,571		+$ 64,571
Staff Recognition and Development		----		16,500		+ 16,500
Positions	30	1,002,900	33	1,080,084	+3	+ 77,184
Non-personal Services:						
Price level		121,100		126,000		+ 4,900
Growing workload		----		221,845		+ 221,845
		121,100		347,845		+ 326,745
Total, Copyright Office - LICENSING	30	$ 1,124,000	33	$ 1,509,000	+3	+$ 385,000
Less: Offsetting Collections		-1,124,000		- 1,509,000		- 385,000
	30	$ ----	33	$ ----	+3	$ ----

Mandatory		+ $ 64,571
Price level		+ 4,900
Growing workload	+3	+ 315,529
Total		+ $ 385,000

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

2. LICENSING DIVISION

General Statement

The Licensing Division of the Copyright Office administers the four compulsory licensing provisions enumerated under sections 111, 115, 116, 118, and 119 of the 1976 copyright law (Title 17, U.S.C.). The Division collects royalty fees from cable television system operators for their use of copyrighted programming and from jukebox operators for their use of copyrighted music on jukeboxes. After deducting its operating costs, the Division deposits the balance of fees in interest-bearing United States securities with the U. S. Treasury for distribution to copyright owners by the Copyright Royalty Tribunal. The Division also examines and records documents relating to making and distributing phonorecords as well as agreements between copyright owners and public broadcast entities.

The Licensing Division began implementation of the Satellite Home Viewers Act in 1989, which added a new section 119 to the Copyright Act and created a statutory license for secondary transmissions made by satellite carriers to the more than 2 million home dish owners across the United States. For fiscal year 1990, overtime was authorized to provide for training, design and printing of the statement of account form, general preparation for developing policies and procedures, and to inform the public how the new satellite carrier license will be administered by the Copyright Office. Also, new regulations were adopted by the Copyright Office requiring the Licensing Division to assess interest on late payments and underpayments made by both cable television systems and satellite carriers. For fiscal year 1991, the Licensing Division has determined that these additional workload demands and functional responsibilities require three new positions for the financial process, examination of semi-annual statement of account files, and dissemination of information to the public. In addition, the Division is requesting a contingency reserve fund of offsetting royalty fees to administer new resource-demanding programs required by changes in the law and court decisions.

A total of $1,509,000 is requested to fund the Licensing Division in fiscal year 1991. This represents an increase of $385,000. Of this amount, $64,571 is due to mandatory increases, $77,184 for 3 new positions, $26,745 is for non-personal services, $200,000 for a contingency reserve, and $16,500 for staff recognition and development.

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SALARIES AND EXPENSES

2. LICENSING

Justification of Increases and Decreases

	FY 1990 No.	FY 1990 Amount	FY 1991 No.	FY 1991 Amount	Increase No.	Increase Amount
A. Mandatory increases						+$ 84,571
(1) Ingrades						+$ 10,245
Funds are requested to cover ingrade increases:						
Salaries		$ 8,052				
Personnel Benefits		2,193				
		$ 10,245				
(2) Annualization of pay raise						+ 37,400
This increase is necessary to provide for annualization of the entire 1990 pay raise for General Schedule employees, effective January 1990.						
Salaries		$ 31,500				
Personnel Benefits		5,900				
		$ 37,400				
(3) One extra day						+ 3,926
Fiscal 1991 has 261 days, one more than fiscal 1990.						
Salaries		$ 3,272				
Personnel Benefits		654				
		$ 3,926				
(4) Partial funding for January 1991 pay raise						+ 13,000
This increase is necessary to provide for a 3.5 percent pay raise with 50 percent absorption effective January 1991.						
Salaries		$ 11,000				
Personnel Benefits		2,000				
		$ 13,000				

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2. LICENSING

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
B. Staff Recognition and Development						+ $ 16,500

Performance Awards ..... + $ 6,300

Performance award funds will allow the Division to recognize and reward employees for their outstanding performance and encourage other employees to achieve a high performance. In fiscal year 1989, over $670,000 in additional royalties were collected by the licensing staff for the copyright royalty claimants. Without the extra efforts of the staff, copyright owners would have lost these fees.

Tuition and Training ..... + $ 10,200

Additional training is needed for the Licensing Division staff as a result of a new automation system and increase demands for the exclusive copyright compulsory licensing programs. The Licensing Division accounting, investing, and examination functions for jukebox, cable TV, and satellite carriers are being automated under a new technology for the Library of Congress using a local area network communications link with ORACLE software.

Policy decisions and directives from the Copyright Royalty Tribunal, FCC deregulation of cable TV, decisions on court cases, and an increase demand for information regarding the programs of the Licensing Division. Additional training will allow the Division to better serve the needs of the public, the Copyright Royalty Tribunal, the Congress, the music, cable TV and entertainment industries, and the affected copyright owner.

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SALARIES AND EXPENSES

2. LICENSING

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
C. Positions	30	$ 1,002,900	33	$ 1,080,084	+ 3	+$ 77,184
(1) Additional Workload for Licensing Division					+ 3	+$ 77,184

The new satellite carrier license creates an additional workload for the Licensing Division. The Act requires the maintenance of a Satellite Carrier Voluntary Agreements File and a Network Name and address File. The Division must also create a new account, collect the statutory royalties and, after deducting its operating costs, invest the balance in U.S. securities as provided by the Act. A through financial accounting of royalty payments must be provided to the Copyright Royalty Tribunal who will distribute the fees upon consultation and after copyright owners file claims during July of each year. Further, Division staff must examine and process statements of account and amendments filed by the satellite carriers and respond to public inquiries regarding the new compulsory license public records. On July 1, 1989, the Copyright Office adopted a new regulation, Assessment of Interest Regarding the Cable Compulsory License (Docket No. RM 88-2A) which has far-reaching impact on compulsory licensing programs. The Division must implement this new regulation which assesses an interest charge on late payments of statutory royalties submitted by cable television systems. Also, subsequent to the issuance of this regulation, a similar regulation was adopted to assess interest on late payments made by satellite carriers. The staff of the Licensing Division must compute, request, and then process these additional payments. Similarly, any errors discovered during examination, where the royalty fee was underpaid, will also be subject to an interest assessment.

To accommodate this additional workload, the Division requests three positions: a GS-7 Accounting Technician for the depositing and investing; a GS-7 Licensing Examiner to audit the statements of account; and a GS-7 Licensing Information Specialist to handle the public inquiries. These three positions would be funded from the royalty fees collected.

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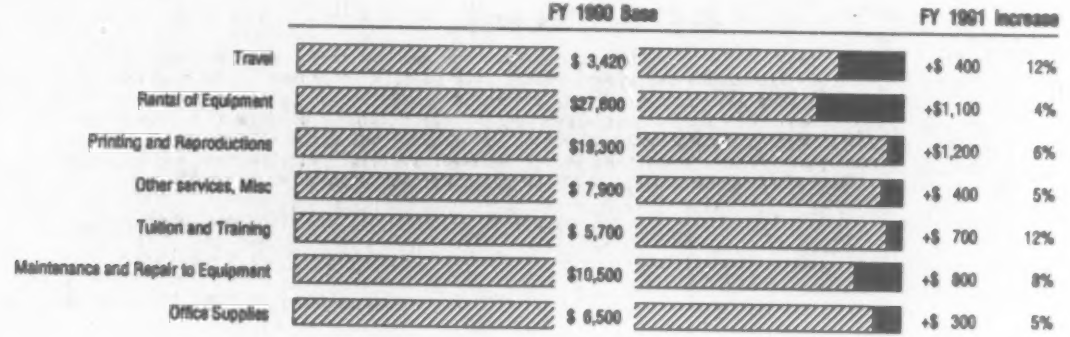
SALARIES AND EXPENSES

E. LICENSING

Justification of Increases and Decreases

	FY 1990 No.	FY 1990 Amount	FY 1991 No.	FY 1991 Amount	Increase No.	Increase Amount
D. Non-personal Services		$ 121,100		$ 347,845		+$ 226,745
Price level						+$ 4,900



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2. LICENSING

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

D. Non-personal Services (continued)

Growing Workload ..... +$ 221,845

Furniture and Equipment ..... + $ 21,845

This request is to provide furniture and equipment to accommodate the requirements under the new congressional satellite carrier statutory license, major developments that have expanded the copyright compulsory license programs caused by the Federal Communications Commission's deregulation of the cable TV industry, and the congressional supported Jukebox Agreement. As a result of these new developments in copyright licensing, resources will be used to purchase video equipment, filing cabinets, desk storage units, and replace work out chairs.

Contingency fund ..... + $200,000

The Licensing Division seeks congressional approval for an automatic contingency fund to be added in the Licensing Division budget that allows it so spend and recover up to 25% above its allotted budget. The fund would only be used to implement new requirements that become effective after approval of the operating budget for an appropriate fiscal year.

The authorization to create a contingency fund within the Licensing Division budget of offsetting fees is a positive and innovative method that would eliminate a "supplemental budget" request to Congress when the division must administer new operating directives required by changes in the law or direction of court. It will ensure that retroactive and current royalty fees are collected in a timely manner thereby earning maximum interest for the copyright owner. It will also allow the division to remain fully staffed, hire temporary employees for special projects, or

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2. LICENSING

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

D. Non-personal Services - Growing Workload (continued)

Contingency fund (continued)

spend overtime to meet new requirements without interfering with the current workflow. Copyright royalty claimants have offered support to the Licensing Division to collect overdue royalties by using their staff, paying for overtime, and accessing their data bases. Therefore, the Division is confident they would fully support a contingency fund in the Licensing budget.

The Division, whose work has become increasingly important to society, serves the specific needs of specialized groups of copyright owners and users. One billion dollars in royalty fees have been collected for copyright owners. The administrative costs of running the division are deducted from the royalties before distribution to the copyright owner. The total budget comes from offsetting collections provided under the Copyright Act.

The Division faces a highly fluctuating workload and is confronted with unusual demands outside of its control from various sources including the Copyright Royalty Tribunal's royalty rate changes, decisions of the United States Court of Appeals, deregulation of cable TV by the Federal Communications Commission, and the new law (e.g., Satellite Home Viewers Act of 1988). These additional unpredictable requirements cause the regular workflow to be interrupted because staff resources must be diverted to handle the extra workload. Following are examples of these additional workloads:

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2. LICENSING

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

D. Non-personal Services - Growing Workload (continued)

Contingency fund (continued)

A. In Fiscal 1982, the Licensing Division retroactively collected an additional $17.00 for jukebox certification from over 3,000 operators totaling over 2.1 million dollars.

B. In Fiscal 1983, the Licensing Division collected an adjusted royalty fee from over 16,000 cable TV systems as a result of the Tribunal's 1980 adjustment of the cable TV royalty rate.

C. In Fiscal 1984, the Licensing Division recalculated and retroactively collected over 26 million dollars in royalty payments in response to the FCC's deregulatory measures that affected the 1983 licensing year.

D. In Fiscal 1986, the Licensing Division retroactively contacted 10,000 cable operators to file a Declaration of Gross Receipts Supplemental Form as a result of the U.S. District Court Civil Action No. 83-1655 (Cablevision case).

E. In Fiscal 1987, a Copyright Royalty Tribunal directive required the Licensing Division to retroactively review 23,185 Statements of Account to provide the monetary breakdown of base fees, 3.75% fees, and syndicated exclusivity surcharge fees for the 1985 cable royalties and subsequent years.

F. In Fiscal 1988 and 1989, the Licensing Division retroactively collected over 106 million dollars in royalty fees from the 1986 and 1987 licensing years as a result of the United States Court of Appeals decision No. 86-5552 (Cablevision case).

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2. LICENSING

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

D. Non-personal Services - Growing Workload (continued)

Contingency fund (continued)

Last year when the Licensing Division implemented the Cablevision case, and was unable to fill three vacancies because savings from these positions were shifted to overtime in order to collect the overdue royalties. The $50,000 spent in overtime to collect the additional $106 million dollars was a good return. However, the division lost valuable staff time and ended the year with a 13% increase of Statements awaiting to be examined. In May 1989, the Motion Picture Association of America, Inc. sued the Copyright Office to assess and collect interest on underpayments of cable TV royalties prior to July 1, 1989. The FCC will reimpose the Syndicated Exclusivity rules on January 1,1990, triggering action by the Copyright Royalty Tribunal. The unforeseen outcome of these actions have a resultant unknown impact on the Licensing Division.

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SALARIES AND EXPENSES

2. LICENSING

Additional Information

New Positions Requested	Salaries	Benefits	Total
1 GS-7 Licensing Examiner	$ 20,195	$ 5,533	$ 25,728
1 GS-7 Information Specialist	20,195	5,533	25,728
1 GS-7 Accounting Technician	20,195	5,533	25,728
3 Total positions requested	$ 60,585	$16,599	$ 77,184

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LIBRARY OF CONGRESS
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SALARIES AND EXPENSES

2. LICENSING

Additional Information

	1990 Budget	1991 Estimate	1991 Increases: Price Level	1991 Increases: Growing Workload	1991 Increases: Total
Contingency Reserve	$ 0	$ 200,000	$	$ 200,000	$ 200,000
2101 Regular Travel	3,420	3,820	400		400
2102 Attendance at Meetings	1,280	1,280			0
2103 Local Travel	100	100			0
2301 Postage	21,600	21,600			0
2310 Local Telephone	6,300	6,300			0
2312 Local Telephone - Digital Switch	4,000	4,000			0
2320 Long Distance Telephone	4,000	4,000			0
2330 Rental of Equipment	27,600	28,700	1,100		1,100
2410 Printing, Forms	13,800	14,800	1,000		1,000
2430 Photoduplication	5,500	5,700	200		200
2440 Offset Reproduction	900	900			0
2501 Other Services, Misc.	7,900	8,300	400		400
2520 Tuition and Training	5,700	16,600	700	10,200	10,900
2560 Maintenance & Repair of Equipment	10,500	11,300	800		800
2601 Office Supplies	6,500	6,800	300		300
3100 Books and Library Materials	2,000	2,000			0
3140 Equipment (ADP)	0	21,845		21,845	21,845
Total, Copyright - LICENSING	$ 121,100	$ 358,045	$ 4,900	$ 232,045	$ 236,945
TOTAL, Copyright Office	$1,882,830	$5,045,475	$54,600	$3,108,045	$3,162,645

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

Additional Information

Income: Fiscal 1989 Table I

Estimated value of materials transferred to the Library of Congress:

	Copyright Registrations	Deposit Only	Total Items Transferred	Average Unit Price	Value of Items Transferred
Books	101,188	16,660	117,848	35.34	4,164,748
Books, Periodicals (for E&G)	99,127	39,064	138,191	3.00	414,573
Periodicals	227,684	210,804	438,488	6.94	3,043,107
Motion Pictures	6,098	879	6,977	1/	1,842,480
Music	29,940	40	29,980	22.00	659,560
Sound Recordings	7,792	762	8,554	10.00	85,540
Maps	2,868	389	3,257	26.00	84,682
Prints, Pictures, and Works of Art	1,223	0	1,223	18.00	22,014
Total	475,940	268,578	744,518		10,316,704

Total estimated value of materials transferred to the Library of Congress	$10,316,704
Fees transferred to the appropriation	7,000,000
Fees transferred to Miscellaneous Receipts	434,715
Fees transferred to appropriations for annual costs of Licensing Division	1,034,000
Total INCOME	$18,785,419

Obligations: Fiscal 1989	
Salaries	$17,788,070
Other Obligations	1,764,264
Total OBLIGATIONS	$19,552,334

RATIO of total income to obligations 96%

1/ 5,581 video @ $ 80.00 = $ 446,480
1,396 films @ $1,000.00 = 1,396,000
6,977 $1,842,480

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LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

Additional Information

Table II

The following table compares income and obligations for fiscal 1986 through 1991:

Income:	1986	1987	1988	1989	1990 Estimate	1991 Estimate
Fees credited to appropriation	$ 5,742,000	$ 6,500,000	$ 7,000,000	$ 7,000,000	$ 6,907,000	$13,000,000
Fees credited to appropriation from cable and jukebox	750,000	956,000	931,000	1,034,000	1,124,000	1,509,000
Fees transferred to misc. receipts	1,013,851	356,841	7,602	434,716	500,000	---
Estimated value of materials selected by the Library	6,959,568	5,456,166	9,479,810	1/ 10,316,704	10,500,000	10,700,000
Total Income	$14,465,419	$13,269,007	$17,418,412	$18,785,420	$19,031,000	$25,209,000
Obligations:						
Salaries	$15,239,715	$15,644,402	$16,415,185	$17,788,070	$18,160,170	$20,709,525
Other Obligations	1,633,862	1,522,322	2,635,683	1,764,264	1,882,830	5,045,475
	$16,873,577	$17,166,724	$19,050,868	$19,552,334	$20,043,000	$25,755,000
Ratio of total income to obligations	86%	77%	91%	96%	95%	98%

1/ Increase in value of material transferred to the Library (FY 1988 over FY 1987) is largely due to a increase in cost per item. (see Table I on previous page)

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Schedule C

Library of Congress
Copyright Office
Summary
Detailed Analysis of Changes
FY1991

	Calculation of Base	
	STAFF	DOLLARS ($000)
Appropriation,1990	564	$ 20,373
Minus: Reduction Pursuant to P.L. 99-177		- 277
Reduction Pursuant to P.L. 101-164		- 53
Budget Base, 1990		20,043

	1991 Request	
	STAFF	DOLLARS ($000)
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increases and related benefits		176
2. Annualization of pay raises		703
3. Annualization of pay raises (Foreign)		---
4. Accident Compensation		---
5. One day extra		80
6. Lift the pay cap		20
7. Annualization of Unfinanced positions		183
8. Partial funding of 1/91 pay raise		269
B. Price Level Changes		
1. Travel cost increases		8
2. Rent & postage increase		13
3. Printing cost increase		19
4. ADP timesharing price increase		---
5. Misc. services increase		3
6. Training-tuition increases		4
7. Supplies cost increase		8
8. Equipment cost increase		---
C. Program Increases		
1. Staff level increase	33	950
2. Other program increase		
a. Travel		---
b. Transportation of things		---
c. Rent, Communication & Util.		200
d. Printing & Reproduction		---
e. Other Services		1,076
f. Supplies & materials		---
g. Equipment		1,832
h. Other personnel compensation		168
D. Program Decreases		
1. Two less days		---
2. Equipment		---
II. Net Increase/Decrease Requested	33	5,712
III. Total Appropriation Request, 1991	597	25,755

Schedule C

Library of Congress
Copyright Office
Basic Program
Detailed Analysis of Changes
FY1991

	Calculation of Base	
	STAFF	DOLLARS ($000)
Appropriation, 1990	534	$ 19,234
Minus: Reduction Pursuant to P.L. 99-177		- 262
Reduction Pursuant to P.L. 101-164		- 53
Budget Base, 1990		18,919

	1991 Request	
	STAFF	DOLLARS ($000)
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increases and related benefits		166
2. Annualization of pay raises		665
3. Annualization of pay raises (Foreign)		---
4. Accident Compensation		---
5. One day extra		76
6. Lift the pay cap		20
7. Annualization of Unfinanced positions		183
8. Partial funding of 1/91 pay raise		256
B. Price Level Changes		
1. Travel cost increases		8
2. Rent & postage increase		12
3. Printing cost increase		18
4. ADP timesharing price increase		---
5. Misc. services increase		1
6. Training-tuition increases		3
7. Supplies cost increase		8
8. Equipment cost increase		---
9. Permanent positions		---
10. Indefinite positions		---
C. Program Increases		
1. Staff level increase	30	873
2. Other program increase		
a. Travel		---
b. Transportation of things		---
c. Rent, Communication & Util.		200
d. Printing & Reproduction		---
e. Other Services		866
f. Supplies & materials		---
g. Equipment		1,810
h. Other personnel compensation		162
D. Program Decreases		
1. Two less days		---
II. Net Increase/Decrease Requested	30	5,327
III. Total Appropriation Request, 1991	564	24,246

Schedule C

Library of Congress
Copyright Office
Licensing Division
Detailed Analysis of Changes
FY1991

	Calculation of Base	
	STAFF	DOLLARS ($000)
Appropriation, 1990	30	$ 1,139
Minus: Reduction Pursuant to P.L. 99-177		- 15
Reduction Pursuant to P.L. 101-164		---
Budget Base, 1990		1,124

	1991 Request	
	STAFF	DOLLARS ($000)
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increases and related benefits		10
2. Annualization of pay raises		38
3. Annualization of pay raises (Foreign)		---
4. Accident Compensation		---
5. One day extra		4
6. Lift the pay cap		---
7. Annualization of Unfinanced positions		---
8. Partial funding of 1/91 pay raise		13
B. Price Level Changes		
1. Travel cost increases		---
2. Rent & postage increase		1
3. Printing cost increase		1
4. ADP timesharing price increase		---
5. Misc. services increase		2
6. Training-tuition increases		1
7. Supplies cost increase		---
8. Equipment cost increase		---
9. Permanent positions		---
10. Indefinite positions		---
C. Program Increases		
1. Staff level increase	3	77
2. Other program increase		
a. Travel		---
b. Transportation of things		---
c. Rent, Communication & Util.		---
d. Printing & Reproduction		---
e. Other Services		210
f. Supplies & materials		---
g. Equipment		22
h. Other personnel compensation		6
D. Program Decreases		
1. Two less days		---
II. Net Increase/Decrease Requested	3	385
III. Total Appropriation Request, 1991	33	1,509

LIBRARY OF CONGRESS
Copyright Office

Program and Financing (in thousands of dollars)

Identification code 03-0102-0-1-376		1989 actual	1990 est	1991 est
	Program by activities:			
00.01	Receiving and accounting for applications, fees, and correspondence	3,674	3,742	4,282
00.02	Examining copyright applications	6,190	6,304	7,212
00.03	Indexing and cataloging materials received	3,867	3,938	7,107
00.04	Reference service	2,514	2,560	2,929
00.05	Publishing the catalog of copyright entries and bulletins of decisions	8	11	12
00.06	General supervision and legal services	2,360	2,368	2,704
00.07	Licensing division	978	1,124	1,509
10.00	Total obligations	19,591	20,047	25,755
	Financing:			
14.00	Offsetting collections from: Non-Federal sources	−8,034	−8,139	−14,509
21.40	Unobligated balance available, start of year	.....	−4	.....
24.40	Unobligated balance available, end of year	4	.....	.....
25.00	Unobligated balance lapsing	102	.....	.....
27.00	Reduction pursuant to P.L. 99-177	.....	108	.....
39.00	**Budget authority**	11,663	12,012	11,246
	Budget authority:			
40.00	Appropriation	11,663	12,234	11,246
40.00	Reduction pursuant to P.L. 101-164	.....	−53	.....
40.00	Reduction pursuant to P.L. 99-177	.....	−169	.....
43.00	**Appropriation (adjusted)**	11,663	12,012	11,246
	Relation of obligations to outlays:			
71.00	Obligations incurred, net	11,557	11,907	11,246
72.40	Obligated balance, start of year	2,162	1,010	1,603
74.40	Obligated balance, end of year	−1,010	−1,603	−2,060
77.00	Adjustments in expired accounts	72	.....	.....
90.00	Outlays	12,781	11,314	10,789

Object Classification (in thousands of dollars)

Identification code 03-0102-0-1-376		1989 actual	1990 est	1991 est
	Personnel compensation:			
11.1	Full-time permanent	15,236	15,054	16,979
11.5	Other personnel compensation	94	114	286
11.9	Total personnel compensation	15,330	15,168	17,265
12.1	Civilian personnel benefits	2,453	2,971	3,424
13.0	Benefits for former personnel	5	20	20
21.0	Travel and transportation of persons	132	77	86
22.0	Transportation of things	7	.....	.....
23.3	Communications, utilities, and miscellaneous charges	892	1,037	1,245
24.0	Printing and reproduction	229	281	299
25.0	Other services	203	178	1,260
26.0	Supplies and materials	181	170	179
31.0	Equipment	159	145	1,977
99.9	Total obligations	19,591	20,047	25,755

Personnel Summary

Total number of full-time permanent positions	564	564	597
Total compensable workyears:			
Full-time equivalent employment	528	501	547
Full-time equivalent of overtime and holiday hours	2	3	4

Payments to Copyright Owners

Program and Financing (in thousands of dollars)

Identification code 03-5175-0-2-376		1989 actual	1990 est	1991 est
	Program by activities:			
00.01	Tribunal costs	510	573	718
00.02	Licensing costs	1,034	1,139	1,496
00.03	Payments to copyright owners	232,034	217,985	223,681
10.00	Total obligations	233,578	219,697	225,895
	Financing:			
	Unobligated balance, start of year:			
21.40	Treasury balance	−249	−1,725	−1,500
21.41	U.S. securities: Par value	−326,407	−320,779	−311,307
	Unobligated balance, end of year:			
24.40	Treasury balance	1,725	1,500	1,500
24.41	U.S. securities: Par value	320,779	311,307	300,412
60.00	**Budget authority** (appropriation) (permanent, indefinite) (special fund)	**229,426**	**210,000**	**215,000**
	Relationship of obligations to outlays:			
71.00	Obligations incurred, net	233,578	219,697	225,895
72.40	Obligated balance, start of year	10	.....	.....
77.00	Adjustments in expired accounts	−9	.....	.....
90.00	Outlays	233,579	219,697	225,895

Object Classification (in thousands of dollars)

Identification code 03-5175-0-2-376		1989 actual	1990 est	1991 est
25.0	Other services	1,544	1,712	2,214
41.0	Grants, subsidies, and contributions	232,034	217,985	223,681
99.9	Total obligations	233,578	219,697	225,895

Schedule A

Library of Congress
Copyright Office
By Organization and By Object Class
FY1991

Categories	FY 89 Actual STAFF	FY 89 Actual DOLLARS ($000)	FY 90 Estimate STAFF	FY 90 Estimate DOLLARS ($000)	FY 91 Estimate STAFF	FY 91 Estimate DOLLARS ($000)	Net Change 90/91 STAFF	Net Change 90/91 DOLLARS ($000)
1. Breakdown by Organizations:								
Basic Program	534	$ 18,617	534	$ 18,919	564	$ 24,246	+ 30	$+ 5,327
Licensing Program	30	978	30	1,124	33	1,509	+ 3	+ 385
Total	564	19,595	564	20,043	597	25,755	+ 33	+ 5,712
2. Breakdown by Object Class:								
11 Personnel Compensation		15,330		15,168		17,265		+ 2,097
12 Personnel Benefits		2,4534		2,972		3,424		+ 452
13 Benefits to Former Personnel		5		20		20		---
21 Travel		132		77		86		+ 9
22 Transportation of Things		7		---		---		---
23 Rent, Communication & Util.		896		1,032		1,245		+ 213
24 Printing & Reproduction		229		281		299		+ 18
25 Other Services		203		178		1,260		+ 1,082
26 Supplies & Materials		181		170		179		+ 9
31 Equipment		159		145		1,977		+ 1,832
Total		19,595		20,043		25,755		+ 5,712

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Schedule B

Library of Congress
Copyright Office
Analysis of Change
By Organization and By Object Class
FY1991

Categories	MANDATORY CHANGES STAFF	MANDATORY CHANGES DOLLARS ($000)	PRICE LEVEL * CHANGES STAFF	PRICE LEVEL * CHANGES DOLLARS ($000)	PROGRAM CHANGES: STAFF LEVEL INCREASES STAFF	STAFF LEVEL INCREASES DOLLARS ($000)	PROGRAM CHANGES: OTHER ** INCREASES STAFF	OTHER ** INCREASES DOLLARS ($000)	PROGRAM DECREASES STAFF	PROGRAM DECREASES ($000)	NET CHANGE STAFF	NET CHANGE ($000)
1. Breakdown by Organizations:												
Basic Program		$ 1,366		$ 50	30	$ 873		$ 3,038		$ ---	30	$ 5,327
Licensing Division		65		5	3	77		238		---	3	385
Total		1,431		55	33	950		3,276		---	33	5,712
2. Breakdown by Object Class:												
11 Personnel Compensation		1,183		---		746		168		---		2,097
12 Personnel Benefits		248		---		204		---		---		452
13 Benefits to Former Personnel		---		---		---		---		---		---
21 Travel		---		9		---		---		---		9
22 Transportation of Things		---		---		---		---		---		---
23 Rent, Communication & Util.		---		13		---		200		---		213
24 Printing & Reproduction		---		19		---		---		---		19
25 Other Services		---		6		---		1,076		---		1,082
26 Supplies & Materials		---		8		---		---		---		8
31 Equipment		---		---		---		1,832		---		1,832
42 Insurance Claims & Indem.		---		---		---		---		---		---
Total		1,431		55		950		3,276		---		5,712

LIBRARY OF CONGRESS
CONGRESSIONAL RESEARCH SERVICE
SALARIES AND EXPENSES

1990 Enacted	$ 46,895,000 *
GRH/Drug War Assessment Reductions	- 850,000
1990 Revised Base	46,045,000
1991 Estimate	$ 53,706,000
Net Increase	+ 7,661,000

Summary

	FY 1990 enacted No.	FY 1990 enacted Amount	FY 1991 No.	FY 1991 Amount	Increase No.	Increase Amount
Mandatory Increases		$ ----		$4,621,822		+$4,621,822
Ingrades and reallocations						+ 830,633
Annualization of pay raise						+ 1,657,700
Partial funding for January 1991 pay raise						+ 639,000
Annualization of underfinanced positions approved in fiscal 1990						+ 463,362
Underfinanced benefits						+ 569,068
Lifting the pay cap						+ 276,000
Extra day						+ 186,059
Positions - Permanent	864	$39,998,353	883	$41,707,931	+ 19	+ 1,709,578
Special and Temporary	(36)	807,410	(36)	807,410		0
Other Personnel Comp		47,300		275,700		228,400
	864	$40,853,063	883	$42,791,041		+$1,937,978
Non-personal Services						
Price level increases		$ 5,191,937		$ 5,499,837		+$ 307,900
Growing workload increases		----		793,300		+ 793,300
		$ 5,191,937		$ 6,293,137		+$1,101,200
Total - Congressional Research Service	864 (36)	$46,045,000	883 (36)	$53,706,000	+ 19	+$7,661,000

Mandatory increases		+ 4,621,822
Price level increases		+ 307,900
Growing workload increases	+19	+ 2,731,278
Total		+ $ 7,661,000

* Reduced in fiscal 1990 by $225,000 spending & obligation limitation

LIBRARY OF CONGRESS
CONGRESSIONAL RESEARCH SERVICE
SALARIES AND EXPENSES

Mission and Programs

The Congressional Research Service works exclusively to provide research and reference services for the Congress. The Service is mandated to work for every Member of Congress and every committee of the Congress. In addition to providing a great diversity of research and reference services, CRS staff provide close support to the legislative process through analytic reports and consultations, analyses of alternative legislative proposals and their impacts, assistance in hearings and other phases of the legislative and oversight processes, and analysis of emerging issues and trend data. The Service also sponsors and conducts workshops and seminars on public policy issues for Members and staff. To assist congressional staff to make most effective use of CRS and other resources available to them, a program of Legislative Institutes, District Workshops and other briefings has been developed.

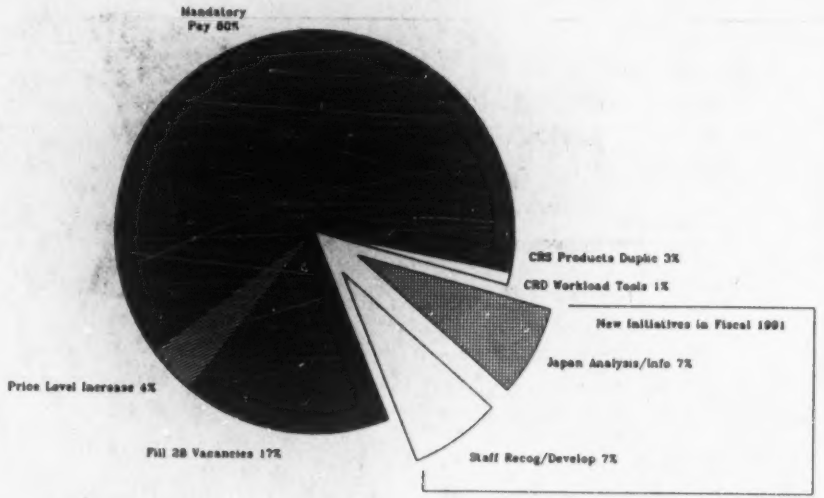
CRS has a mandate to provide a broad range of analysis, research and information to the entire congressional community. We do this on a non-partisan basis, in virtually every area of public policy and subject interest. CRS also works cooperatively with our sister agencies: the Congressional Budget Office, the General Accounting Office, and the Office of Technology Assessment, and with other specialized groups of the Congress.

Fiscal 1991 Request

The fiscal 1991 growing workload increase has six components: (1) provide funding to support more intensive, in-depth, timely, and targeted analysis and information support to the Congress on issues related to U.S.-Japan relations--representing a major new initiative to deepen and broaden coverage on Japan for the Congress; (2) maintain current services, while promoting affirmative action, by filling vacancies to meet the most critical analytical and information needs; (3) promote fairness and greater job security for essential positions by converting to permanent status 9 staff currently supported by Special and Temporary funding; (4) restore overtime and data base funding to enable Congressional Reference Division to manage its workload; (5) provide adequate funding for duplication of CRS products to meet congressional requests for these materials; and (6) provide adequate funding for staff development and recognition programs, as part of a Library-wide initiative.

In summary, the Congressional Research Service is requesting a total of $53,706,000 to support our services to the Congress in fiscal 1991. This represents an increase of $7,661,000 over fiscal 1990, and is composed of $4,621,822 for mandatory increases, $307,900 for price level changes, and $2,731,278 to support workload related increases.

Congressional Research Service
Fiscal 1991 Budget Request
Summary of Increases



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Congressional Research Service
Fiscal 1991 Budget Request
Mandatory Pay Costs Detailed

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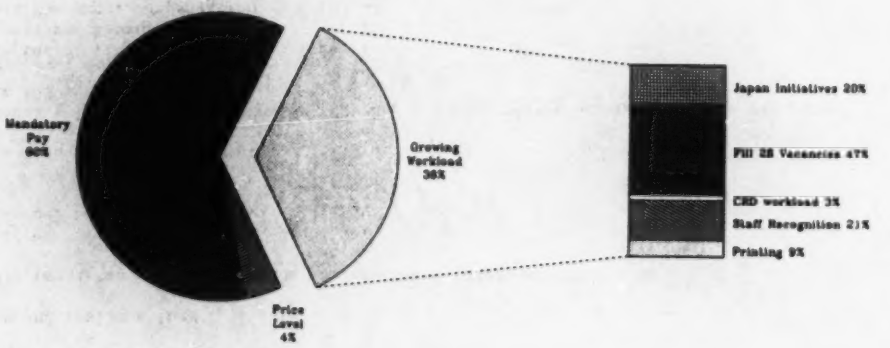
Congressional Research Service
Fiscal 1991 Budget Request
Mission Increases Detailed



LIBRARY OF CONGRESS
CONGRESSIONAL RESEARCH SERVICE
SALARIES AND EXPENSES

Justification of Increases and Decreases

	FY 1989 enacted No.	FY 1989 enacted Amount	FY 1990 No.	FY 1990 Amount	Increase No.	Increase Amount
A. Mandatory Pay and Related Cost Changes						+$ 4,621,822
(1) Ingrades and reallocations						+ 830,633

Funds are requested to cover ingrade increases and reallocations.

Salaries	$ 692,447
Personnel Benefits	138,186
	$ 830,633

(2) Annualization of pay raise						+ 1,657,700

This increase is necessary to provide for annualization of the General Schedule pay raise, effective in 1990.

Salaries	$ 1,349,600
Special and Temporary	29,100
Other Personnel Compensation.	3,300
Personnel Benefits	275,700
	$ 1,657,700

(3) Partial funding for January 1991 pay raise						+ 639,000

Funds are requested for half of the cost of the January 1991 pay raise.

Salaries	$ 521,000
Special and Temporary	10,900
Other Personnel Compensation.	1,000
Personnel Benefits	106,100
	$ 639,000

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CONGRESSIONAL RESEARCH SERVICE
SALARIES AND EXPENSES

Justification of Increases and Decreases

	FY 1989 enacted		FY 1990		Increase	
	No.	Amount	No.	Amount	No.	Amount

A. Mandatory Pay and Related Cost Changes (continued)

(4) Annualization of underfinanced positions approved in fiscal 1990 ..... + 463,362

Funds are requested to annualize the underfinanced positions approved in fiscal 1990.

Salaries	$ 363,709
Benefits	99,653
	$ 463,362

(5) Underfinanced benefits ..... + 569,068

Funds are requested to cover the increased cost of benefits for existing staff. The 1990 funding for benefits is 16.4% of salaries; however, the impact of FERS and health insurance increases will result in a conservatively estimated average rate of 18% in 1991. Therefore we are requesting funds which will support these projected benefit costs.

Personnal Benefits	$ 569,068

(6) Lifting the pay cap ..... + 276,000

In January 1991, rates of pay for supergrades will increase in accordance with the provisions of the Government Ethics Reform Act of 1989. Funds are requested to cover these increases.

Salaries	$ 230,000
Benefits	46,000
	$ 276,000

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LIBRARY OF CONGRESS
CONGRESSIONAL RESEARCH SERVICE
SALARIES AND EXPENSES

Justification of Increases and Decreases

	FY 1989 enacted		FY 1990		Increase	
	No.	Amount	No.	Amount	No.	Amount

A. Mandatory Pay and Related Cost Changes (continued)

(7) Extra day ..... + 186,059

Funds are requested to cover the extra day of pay in fiscal 1991.

Salaries	$ 151,716
Special and Temporary	3,300
Benefits	31,043
	$ 186,059

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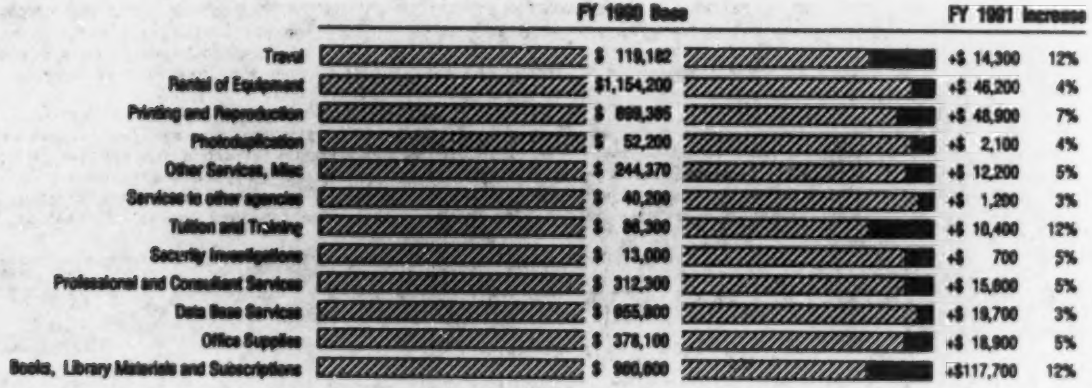
CONGRESSIONAL RESEARCH SERVICE
SALARIES AND EXPENSES

Justification of Increases and Decreases

		FY 1990 No.	FY 1990 Amount	FY 1991 No.	FY 1991 Amount	Increase No.	Increase Amount
B.	Non-personal Services		$ 5,191,937		$ 5,499,837		+$ 307,900
	Price level						+$ 307,900


FY 1990 Base
FY 1991 Increase
Travel $ 119,182 +$ 14,300 12%
Rental of Equipment $1,154,200 +$ 46,200 4%
Printing and Reproduction $ 698,385 +$ 48,900 7%
Photoduplication $ 52,200 +$ 2,100 4%
Other Services, Misc $ 244,370 +$ 12,200 5%
Services to other agencies $ 40,200 +$ 1,200 3%
Tuition and Training $ 86,300 +$ 10,400 12%
Security Investigations $ 13,000 +$ 700 5%
Professional and Consultant Services $ 312,300 +$ 15,600 5%
Data Base Services $ 655,800 +$ 19,700 3%
Office Supplies $ 378,100 +$ 18,900 5%
Books, Library Materials and Subscriptions $ 980,600 +$117,700 12%

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LIBRARY OF CONGRESS
CONGRESSIONAL RESEARCH SERVICE
SALARIES AND EXPENSES

Justification of Increases and Decreases

	FY 1990 enacted		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
C. Growing Workload	864	$46,045,000	883	$48,776,278		+$2,731,278
(1) Policy analysis and information on Japan					+10	+ 557,241

In response to the congressional request that CRS "develop a recommendation for the Japan Task Force that will integrate its own capabilities and the capabilities and needs of other sources of expertise and resources throughout the Library of Congress," we have identified a number of actions which can be accomplished within existing resources to improve coordination of and access to analysis and information services for the Congress on Japan. We plan to implement many of these recommendations during fiscal 1990.

We have also developed a number of initiatives, requiring additional resources, which we recommend be undertaken by CRS, (CRS budget), and by Collections Services (LC S&E budget). Taken together, these initiatives are designed to improve service to Congress by: (a) substantially increasing the depth and breadth of policy analysis and research on issues related to U.S.-Japan relations; and (b) improving congressional access to information and expertise on Japan, including providing translations of important Japanese language materials, creation of a quarterly policy journal on Japan for the Congress, and facilitating increased dialogue and professional interaction between Members of Congress/congressional staff and Japanese officials/Japan scholars.

These initiatives represent a significant intensification of support for the Congress on Japan issues. In developing them, our objectives were to:

- provide improved support for the Congress on issues related to Japan
- maximize use of existing Library resources, capabilities, and organizations
- avoid duplication of acquisitions and managerial structures

We are requesting resources for four initiatives: (a) increased policy analysis and research on Japan issues; (b) expansion of the CRS Selective Dissemination of Information (SDI) Service; (c) creation of a policy journal on Japan for the Congress; and (d) facilitating dialogue between Members/congressional staff and Japanese officials/Japan scholars. The request is detailed below:

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24-726 O—90—35

LIBRARY OF CONGRESS
CONGRESSIONAL RESEARCH SERVICE
SALARIES AND EXPENSES

Justification of Increases and Decreases

	FY 1990 enacted		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

C. Growing Workload - Policy analysis and information on Japan (continued)

(a) Increased policy analysis and research on Japan issues

CRS currently performs a wide variety of significant work on Japan and Japan-U.S. relations for the Congress. In fiscal 1989 we took a number of actions to better coordinate this work, including creation of a CRS-wide Trade Team to meet congressional needs for comprehensive policy studies relating to Japan and other important trading partners, and the establishment of a U.S.-Japan Major Issues Team to provide coordination and integration on issues other than trade. In fiscal 1990, as noted above, we expect to implement a number of additional proposals to provide better coordination and integration on Japan issues involving staff throughout the Library.

While these measures will improve service to the Congress, we believe there is a need for more in-depth analysis which cannot be met with present staff and resources. In CRS, approximately 6 full-time equivalent analysts work on Japan issues. Because our analysis ranges over a wide number of issues and disciplines, this work is actually being performed by approximately 25 different people who devote between 5-50% of their time on Japan specifically. If we are to strengthen this capability, to provide more timely and targeted analysis for the Congress, additional staff and support is needed. Therefore, we are requesting 2 Foreign Policy Analysts (GS-11 and GS-13) for the Foreign Affairs and National Defense Division, an Economic Analyst (GS-13) in the Economics Division, and 2 Research Assistants (GS-9), one for each division. In filling these positions, we would seek bilingual staff who could contribute to the interdisciplinary and integration work of the Japan Task Force. In addition, a Reference Librarian (GS-9) is needed for the Congressional Reference Division to coordinate Japan support in that division.

In addition, we are requesting funding to augment internal staff expertise through use of professional and consultant services ($50,000), to provide analysts and librarians with access to external data bases ($50,000), and to support travel to Japan for one-quarter of the Japan analysts each year ($20,000).

LIBRARY OF CONGRESS
CONGRESSIONAL RESEARCH SERVICE
SALARIES AND EXPENSES

Justification of Increases and Decreases

	FY 1990 enacted		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

C. Growing Workload - Policy analysis and information on Japan (continued)

(b) Expansion of the CRS Selective Dissemination of Information (SDI) Service

Since 1973, CRS has produced the SDI for Congress, a weekly alerting service citing articles and reports on public policy issues. It is tailored to each recipient's interests, and full text can be ordered easily. To respond to growing congressional interest in Japan, we plan to enhance this service during 1990 by adding a "bucket" term for Japan, which will assist congressional monitoring of these issues. We also plan to conduct an outreach effort to Members and staff, and provide on-site briefings on how to use the system. Users can easily view citations to items received since the last sign-on; orders for full text can then be made from the screen, thus providing an efficient way for Members and staff to stay informed and have rapid access to materials related to Japan.

In fiscal 1991, we are requesting funds to significantly expand coverage of Japan issues, to add books, journals and Japanese documents not currently included in the CRS SDI. The materials will be selected from the Library's Asian Division collections, which will be enhanced by Collections Services' development of a pro-active and effective acquisition program and expedited processing for these materials. [Funds for review, selection and translation of Japanese language materials are requested in the Collections Services budget.] CRS will cite the selected items in the Public Policy Literature data base, scan them to the optical disk system, and then return the books and documents to the Asian Division so they will be available to other Library clients. In order to expand the coverage of Japan issues, a Bibliographer (GS-12) and Library Technician (GS-5) are needed in the Library Services Division.

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LIBRARY OF CONGRESS
CONGRESSIONAL RESEARCH SERVICE
SALARIES AND EXPENSES

Justification of Increases and Decreases

	FY 1990 enacted		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

C. Growing Workload - Policy analysis and information on Japan (continued)

(c) Policy journal on Japan for the Congress

Building on the increased policy analysis and broadened coverage of Japan issues, we are requesting funding to create a quarterly journal on Japan for the Congress. It will highlight research and identify important sources of information. The journal will also draw on the considerable expertise and knowledge of staff throughout the Library, as well as from outside sources. During the next year we hope to attract Japan scholars and Japanese visitors as research fellows in the Library, to contribute to the analytical and information support for the Congress; the journal would solicit materials from them as well. We are requesting an Editor (GS-14), and printing funds ($20,000) which will support distribution of the journal to all Members and Committees of Congress.

(d) Facilitating dialogue on Japan issues

To further build on the increased analysis for the Congress, we will have the opportunity for increased dialogue, through large scale seminars and smaller regular meetings between Members of Congress and congressional staffs on the one hand, and specialists on Japan/U.S.-Japan relations, Japanese officials and Japan scholars on the other. Some of these seminars and workshops can provide materials for wider distribution to Congress through the Japan policy journal as well. To provide necessary logistical support for such meetings, a Public Affairs Specialist (GS-12) is requested.

Summary of resources needed for four policy analysis and information initiatives on Japan

Salaries	$ 327,505
Benefits	89,736
Data base subscriptions	50,000
Professional and consultant services	50,000
Regular travel	20,000
Printing, publications	20,000
	$ 557,241

LIBRARY OF CONGRESS
CONGRESSIONAL RESEARCH SERVICE
SALARIES AND EXPENSES

Justification of Increases and Decreases

	FY 1990 enacted		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

C. Growing Workload (continued)

(2) Funding to fill 28 vacancies ..... + 1,292,337

We are requesting funding to fill 28 vacant positions, which represents one-third of the vacancies frozen in order to absorb the sequestration, the drug war assessment, and absorption of the fiscal 1989 pay raise. The high number of vacancies affects every type of job, and every division and office. If left unfilled, these vacancies will reduce CRS' capability to maintain current services.

Over the last two years, the number of requests has increased 13 percent, while the number of filled positions has declined 5 percent. The short-range impact is a growing backlog of unfilled requests, and the necessity to scale back requests for research and analysis. If the vacancy rate remains high, or gets higher, over a period of years, the effect will be to decrease the institutional capability to: (a) track issues, (b) maintain close committee support, (c) maintain the range of subject expertise in CRS, and (d) meet congressional deadlines for reference materials.

Lack of funds to fill vacancies also translates into diminished capacity to meet our affirmative action objectives to make our staff more representative of the racial, ethnic and cultural diversity of the population. We have had significant success with the Graduate Recruit Program over the past two years. We have devoted considerable resources and worked hard to develop a strong recruiting network. A sustained hiring freeze will undermine these efforts.

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LIBRARY OF CONGRESS
CONGRESSIONAL RESEARCH SERVICE
SALARIES AND EXPENSES

Justification of Increases and Decreases

	FY 1990 enacted		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

C. Growing Workload (continued)

(2) Funding to fill 28 vacancies (continued)

Our highest priorities at this time are to fill the following analyst/specialist positions: Aerospace Policy, Agricultural Policy, Civil Rights, Constitutional Law, Energy Technology, Government Finance, Industry Analysis, Information Policy and Technology, Legislative Budget Process, Mineral Resources, Natural Resource Policy, Science and Technology, Soviet and East European Affairs, Taxation, U.S. Alliance Relations, and U.S. Technology Policy. We also need to fill four Reference Librarians, an Indexing Coordinator for the Bill Digest, a Reference Assistant, a Documents Technician, and five Production Assistants. Most of the analyst positions would be filled at the entry level.

Salaries	$ 1,014,394
Benefits	277,943
	$ 1,292,337

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CONGRESSIONAL RESEARCH SERVICE
SALARIES AND EXPENSES

Justification of Increases and Decreases

	FY 1990 enacted		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
C. Growing Workload (continued)						
(3) Authorization to convert 9 indefinite positions to permanent					+9	+$ 0

In the early 1970's, CRS was provided funds in the Special and Temporary allotment to increase staff during portions of the year when the workload temporarily increased. In recent years, these wide fluctuations have ceased; workload increases are no longer accompanied by subsequent decreases. Rather, when request levels increase, they tend to stay at the new higher level until the next increase. As a result, we have had to keep these temporary positions filled throughout the year. Recently, we have filled them with multi-year indefinite appointments in order to provide health and other benefits to employees. We believe that this situation will continue, and wish to fill these positions on a permanent basis, in order to provide the full range of benefits to the employees hired in these positions, essential to meeting the current workload. We are requesting no additional funding, but propose to reprogram the necessary funds ($215,204) from the Special and Temporary allotment.

The positions we wish to establish as permanent are: 3 Library Technicians (GS-5), 3 Production Support Clerks (GS-5), an Audio-Visual Specialist (GS-9), an Inquiry Recorder (GS-9), and an ISIS Clerk (GS-4). These positions would be filled on a competitive basis, and would provide current employees the opportunity to be selected for permanent positions.

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SALARIES AND EXPENSES

Justification of Increases and Decreases

	FY 1990 enacted		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
C. Growing Workload (continued)						
(4) Congressional Reference Division workload management tools						+ $1,000

As a result of the Gramm-Rudman-Hollings and drug war reductions in fiscal 1990, we were forced to reduce the funds available for overtime and data base searching. The Congressional Reference Division (CRD) has been dependent on the availability of these resources to handle the increased workload in information and reference inquiries. From fiscal 87 to 89, reference workload has increased 15.7 percent while staffing in this function has remained constant. Turnaround time for requests has also increased, but has been controlled at peak periods by use of overtime. Also, CRD depends heavily on data base searching to expedite location of requested information. With these two tools, CRD has been able to keep the number of pending requests from exceeding 3000, representing 10 work days. The funds requested in this budget will restore overtime and data base searching to the fiscal 1989 level. They are urgently needed by the Congressional Reference Division to manage current workload, control growth of backlogged requests, and avoid increasing turnaround time further.

Other personnel comp (overtime)	$ 47,000
Data base service	34,000
	$ 81,000

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LIBRARY OF CONGRESS
CONGRESSIONAL RESEARCH SERVICE
SALARIES AND EXPENSES

Justification of Increases and Decreases

	FY 1990 enacted		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

C. Growing Workload (continued)

(5) Duplication of CRS products ..... + 239,000

Congressional demand for CRS Reports, Issue Briefs and InfoPacks continues to grow. During fiscal 1989 we delivered more than 850,000 copies of these CRS products, compared with 820,000 in 1988. These increases are continuing as we provide expedited ordering procedures for congressional offices and committees through the new online ORDER command introduced in 1989. At the same time, we were forced to make cuts to several of these allotments in order to meet the mandatory Gramm-Rudman-Hollings and drug war decreases in fiscal 1990.

Increases are urgently needed in five allotments which support the copying and printing necessary to produce these products for congressional distribution. These allotments are: (1) rental of equipment, which provides funds for photocopier leasing; (2) offset reproduction, reimbursement to the Library's Print Shop for CRS Reports duplicated in this facility; (3) printing, publications--which reimburses GPO for costs of printing the Bill Digest, the CRS Review, etc,; (4) the other services, miscellaneous allotment, which funds the copy center facility management contract staffing of three high volume copy centers; and (5) office supplies, which pays for purchase of paper and photocopy supplies. Increased demand for CRS products results in increased costs in all of these allotments.

Rental of equipment	$ 75,000
Offset reproduction	89,000
Printing, publications	10,000
Other services, misc.	40,000
Office supplies	25,000
	$ 239,000

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LIBRARY OF CONGRESS
CONGRESSIONAL RESEARCH SERVICE
SALARIES AND EXPENSES

Justification of Increases and Decreases

	FY 1990 enacted		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

C. Growing Workload (continued)

(6) Staff recognition and development ..... + 561,700

The funding support for training and staff recognition in all of the Library's appropriations is insufficient to develop the most effective staff possible. The per capita funding is significantly lower than that found throughout the government, and is inconsistent with our dependence on staff as our most important resource.

Career development is a critical ingredient to innovation and to making CRS as fully responsive and effective in serving the Congress as possible. Many of our staff devote their careers to serving Congress; they need exposure to different approaches to analysis and to information management in order to help us shape the future of CRS in light of increasingly complex policy issues before the Congress, coupled with extremely rapid technology changes. The traditional research and reference activities can be significantly enhanced by incorporating appropriate new methodologies and technology; staff need time and financial support to examine these developments and consider ways to adapt them to improve services to the Congress.

The Library's Management and Planning (MAP) study stressed the importance of appropriately recognizing staff for their achievements. Such recognition promotes staff motivation and contributes significantly to creating and maintaining an organization which must continually seek the most effective, efficient and innovative way to serve Congress.

The current funding level for staff development and for awards is totally inconsistent with this objective. Therefore, we are requesting an increase of $181,400 for staff recognition, and $380,300 for training and development, bringing funding for these important programs into line with other government agencies, and, most importantly, building the capacity for future excellence and innovation.

Awards program	$ 181,400
Tuition and training	380,300
	$ 561,700

304.

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LIBRARY OF CONGRESS
CONGRESSIONAL RESEARCH SERVICE
SALARIES AND EXPENSES

Additional Information

New positions requested	Salaries	Benefits	Total
Congressional Reference Division			
1 GS-9 Reference Librarian	$ 24,705	$ 6,769	$ 31,474
3 GS-5 Production Support Clerks	0	0	0
Economics Division			
1 GS-13 Economic Analyst (Japan)	42,601	11,673	54,274
1 GS-9 Research Assistant	24,705	6,769	31,474
Foreign Affairs and National Defense Division			
1 GS-11 Foreign Policy Analyst (Japan)	29,891	8,190	38,081
1 GS-13 Foreign Policy Analyst (Japan)	42,601	11,673	54,274
1 GS-9 Research Assistant	24,705	6,769	31,474
Library Services Division			
1 GS-12 Bibliographer/Acquisitions Librarian	35,825	9,816	45,641
1 GS-5 Library Technician	16,305	4,467	20,772
3 GS-5 Library Technicians	0	0	0
Operations Office			
1 GS-6 ISIS Clerk	0	0	0
Special Programs Office			
1 GS-14 Editor	50,342	13,794	64,136
1 GS-12 Public Affairs Specialist	35,825	9,816	45,641
1 GS-12 Audio-Visual Specialist	0	0	0
1 GS-9 Inquiry Recorder	0	0	0
19 Total positions, Congressional Research Service	$327,505	$ 89,736	$417,241

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LIBRARY OF CONGRESS
CONGRESSIONAL RESEARCH SERVICE
SALARIES AND EXPENSES

Additional Information

Congressional Research Service	FY1990 Enacted	FY1991 Estimate	1991 Change: Manda-tories	Price Level	Legis-lation	Growing Workload	TOTAL
2101 Regular Travel	72,982	101,782		8,800		20,000	28,800
2102 Attendance at Meetings ...	46,200	51,700		5,500			5,500
2103 Local Travel	1,500	1,500					0
2301 Postage	48,200	48,200					0
2310 Local Telephone	183,500	183,500					0
2312 Local Telephone - Digital S	76,300	76,300					0
2320 Long Distance Telephone ...	94,000	94,000					0
2321 Long Distance Tel - Data Co	4,000	4,000					0
2327 Teletype, etc.	800	800					0
2330 Rental of Equipment	1,154,200	1,275,400		46,200		75,000	121,200
2410 Printing, Forms	77,770	83,170		5,400			5,400
2420 Printing, Publications	344,815	398,915		24,100		30,000	54,100
2430 Photoduplication	52,200	54,300		2,100			2,100
2440 Offset Reproduction	279,800	388,200		19,400		89,000	108,400
2501 Other Services, Misc.	244,370	296,570		12,200		40,000	52,200
2515 Services of Other Agencies	40,200	41,400		1,200			1,200
2520 Tuition and Training	86,300	477,000		10,400		380,300	390,700
2535 Training Contracts	0	0					0
2540 Security Investigations ...	13,000	13,700		700			700
2550 Professional & Consultant S	312,300	377,900		15,600		50,000	65,600
2580 Data Base Service	655,800	759,500		19,700		84,000	103,700
2601 Office Supplies	378,100	422,000		18,900		25,000	43,900
2610 Computer Software	65,000	65,000					0
2650 Pamphlets and Documents ...	6,300	7,400		1,100			1,100
3100 Books and Library Materials	77,900	91,100		13,200			13,200
3102 Subscriptions	876,400	979,800		103,400			103,400
3140 Equipment (ADP)	0	0					0
Total, Non-personal Services ...	5,191,937	6,293,137	0	307,900	0	793,300	1,101,200

Schedule A

Congressional Research Service
Summary
By Organization and By Object Class

CATEGORIES	FY 89 ACTUAL STAFF	FY 89 ACTUAL DOLLARS (000)	FY 90 ESTIMATE* STAFF	FY 90 ESTIMATE* DOLLARS (000)	FY 91 ESTIMATE STAFF	FY 91 ESTIMATE DOLLARS (000)	NET CHANGE 90/91 STAFF	NET CHANGE 90/91 DOLLARS (000)
1. Breakdown by Organizations:								
Policy Analysis & Research	(13) 468	22,126	(13) 523	24,880	(13) 528	28,312	5	3,432
Documentation & Status of Legislation	46	2,129	50	2,363	50	2,654	0	291
Information & Reference Services	(23) 273	13,183	(23) 245	11,528	(14) 258	13,979	13	2,451
Executive Direction & Support	42	7,109	46	7,274	47	8,761	1	1,487
Total	(36) 829	44,547	(36) 884	46,045	(27) 883	53,706	19	7,661
2. Breakdown by Object Class:								
11 Personnel Compensation		33,626		35,092		40,019		4,927
12 Personnel Benefits		5,567		5,721		7,354		1,633
13 Benefits to Former Personnel		20		40		40		0
21 Travel		136		121		155		34
22 Transportation of Things		6		0		0		0
23 Rent, Communications & Util.		982		1,561		1,682		121
24 Printing & Reproduction		690		755		925		170
25 Other Services		1,690		1,352		1,966		614
26 Supplies & Materials		487		449		494		45
31 Equipment		1,143		954		1,071		117
Total		44,547		46,045		53,706		7,661

* Includes $225,000 spending/obligation limitation

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Schedule C — Congressional Research Service
Summary
Detailed Analysis of Changes

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1990	864 (36)	44,045
Plus: Supplemental for pay costs		0
Budget Base, 1990*	864 (36)	44,045
	1991 Request	
	Staff	Amount ($000)
I. Adjustments to Base		
A. Mandatory Changes		
1. Upgrades and Reclassifications		851
2. Annualization of pay raise		1,408
3. Partial funding of January 1991 pay raise		639
4. Annualization of underfinanced positions		665
5. Underfinanced benefits		569
6. Lifting the pay cap		276
7. Extra day		186
B. Price Level		
1. Travel		9
2. Attendance at meetings		6
3. Rental of Equipment		44
4. Printing, Forms		3
5. Printing, Publications		36
6. Photoduplication		2
7. Offset Reproduction		19
8. Other Services, Miscellaneous		12
9. Services of Other Agencies		1
10. Tuition and Training		10
11. Security Investigations		1
12. Professional and Consultant Services		16
13. Data Base Subscriptions		28
14. Office Supplies		19
15. Pamphlets and Documents		1
16. Books and Materials		13
17. Subscriptions		184
C. Growing Workload		
1. Policy analysis and information on Japan	10	557
2. Funding to fill 38 vacancies		1,292
3. Authorization to convert 9 indefinite positions to permanent	9	0
4. Congressional Reference Division workload management tools		81
5. Duplication of GSD products		239
6. Staff recognition and development		562
II. Net Increase/Decrease Requested	19	7,661
III. Total Appropriation Request, 1991	883 (36)	53,706

* Includes $205,000 spending/obligation limitation

Schedule B

Congressional Research Service
Analysis of Change
By Organization and by Object Class

CATEGORIES	MANDATORY CHANGES		PRICE LEVEL CHANGES		PROGRAM CHANGES						NET CHANGE	
					STAFF LEVEL INCREASES		OTHER INCREASES		PROGRAM DECREASES			
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown By Organizations:												
Policy Analysis & Research	0	2,827	0	0	0	0	5	1,159	0	0	5	3,986
Documentation & Status of Legislation	0	270	0	0	0	0	0	110	0	0	0	380
Information & Reference Services	0	1,287	0	0	0	0	13	566	(9)	0	4	1,853
Executive Direction & Support	0	238	0	308	0	0	1	896	0	0	1	1,442
Total	0	4,622	0	308	0	0	19	2,731	(9)	0	10	7,661
2. Breakdown By Object Class:												
11 Personnel Compensation		3,356		0		0		1,570		0		4,926
12 Personnel Benefits		1,266		0		0		368		0		1,634
13 Benefits to Former Personnel		0		0		0		0		0		0
21 Travel		0		14		0		20		0		34
22 Transportation of Things		0		0		0		0		0		0
23 Rent, Communications & Util.		0		46		0		75		0		121
24 Printing & Reproduction		0		51		0		119		0		170
25 Other Services		0		60		0		554		0		614
26 Supplies & Materials		0		20		0		25		3		45
31 Equipment		0		117		0		0		0		117
Total		4,622		308		0		2,731		0		7,661

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III. EXPLANATION OF CHANGES SHOWN ON SCHEDULE C

A. MANDATORY CHANGES	Staff	Amount ($000)
1. Ingrades and reallocations Funds are requested to cover ingrade increases and reallocations. Salaries comprise $692,447 and $138,186 is for personnel benefits.		831
2. Annualization of pay raise This increase is necessary to provide for annualization of the General Schedule pay raise, effective in 1990. $1,349,600 is for salaries, $29,100 is for special and temporary, $3,300 is for other personnel compensation, and $275,700 is for personnel benefits.		1,658
3. Partial funding for January 1991 pay raise Funds are requested for half of the cost of the January 1991 pay raise. $521,000 is for salaries, $10,900 is for special and temporary, $1,000 is for other personnel compensation, and $106,100 is for personnel benefits.		639
4. Annualization of underfinanced positions approved in fiscal 1990 Funds are requested to annualize the underfinanced positions approved in fiscal 1990. $363,709 is for salaries and $99,653 is for personnel benefits.		463
5. Underfinanced benefits Funds are requested to cover the increased cost of benefits for existing staff. The 1990 funding for benefits is 16.4% of salaries; however, the impact of FERS and health insurance increases will result in a conservatively estimated average rate of 18% in 1991. Therefore, we are requesting funds which will support these projected benefit costs.		569
5. Lifting the pay cap In January 1991, rates of pay for supergrades will increase in accordance with the provisions of the Government Ethics Reform Act of 1989. Funds are requested to cover these increases. $230,000 is for salaries and $46,000 is for benefits.		276
6. Extra day Funds are requested to cover the extra day of pay in fiscal 1991. $151,716 is for salaries, $3,300 is for special and temporary, and $31,043 is for personnel benefits.		186

III. EXPLANATION OF CHANGES SHOWN ON SCHEDULE C

B. PRICE LEVEL CHANGES	Staff	Amount (000)
Price level increases for a number of nonpersonal service allotments are requested to recover inflationary increases and maintain current service levels. In accordance with the methodology outlined in the Library of Congress Salaries and Expenses submission, these inflation factors are calculated and then applied to the relevant CRS allotments. For fiscal 1991, a total of $307,900 is requested for price level increases in the following allotments: Travel (12%), $14,300; Rental of Equipment (4%), 46,200; Printing (7%), $29,500; Photoduplication (4%), $2,100; Offset Reproduction (7%), 19,400; Other Services, Miscellaneous (3%), $12,200; Services of Other Agencies (3%), $1,200; Tuition and Training (12%), $10,400; Security Investigations (5%), $700; Professional and Consultant Services (3%), $15,600; Data Base Service (3%), $19,700; Office Supplies (5%), $10,900; Pamphlets and Documents (17%), $1,100; Books and Library Materials (17%), $13,200; Subscriptions (11.8%), $103,400.		308

III. EXPLANATION OF CHANGES SHOWN ON SCHEDULE C

C. GROWING WORKLOADS	Staff	Amount ($000)
1. Policy analysis and information on Japan	10	557

In response to the congressional request that CRS "develop a recommendation for the Japan Task Force that will integrate its own capabilities and the capabilities and needs of other sources of expertise and resources throughout the Library of Congress," we have identified a number of actions which can be accomplished within existing resources to improve coordination of and access to analysis and information services for the Congress on Japan. We plan to implement many of these recommendations during fiscal 1990.

We have also developed a number of initiatives, requiring additional resources, which we recommend be undertaken by CRS, (CRS budget), and by Collections Services (LC SCS budget). Taken together, these initiatives are designed to improve service to Congress by : (a) substantially increasing the depth and breadth of policy analysis and research on issues related to U.S.-Japan relations; and (b) improving congressional access to information and expertise on Japan, including providing translations of important Japanese language materials, creation of a quarterly policy journal on Japan for the Congress, and facilitating increased dialogue and professional interaction between Members of Congress/congressional staff and Japanese officials/Japan scholars.

These initiatives represent a significant intensification of support for the Congress on Japan issues. In developing them, our objectives were to : provide improved support for the Congress on issues related to Japan; maximize use of existing Library resources, capabilities, and organizations; avoid duplication of acquisitions and managerial structures.

We are requesting resources for four initiatives: (a) increased policy analysis and research on Japan issues; (b) expansion of the CRS Selective Dissemination of Information (SDI) Service; (c) creation of a policy journal on Japan for the Congress; and (d) facilitating dialogue between Members/congressional staff and Japanese officials/Japan scholars. The detail of the request follows.

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III. EXPLANATION OF CHANGES SHOWN ON SCHEDULE C

C. GROWING WORKLOAD (Continued)	Staff	Amount ($000)
1. Policy analysis and information on Japan (continued)		
(a) Increased policy analysis and research on Japan issues		
CRS currently performs a wide variety of significant work on Japan and Japan-U.S. relations for the Congress. In fiscal 1989 we took a number of actions to better coordinate this work, including creation of a CRS-wide Trade Team to meet congressional needs for comprehensive policy studies relating to Japan and other important trading partners, and the establishment of a U.S.-Japan Major Issues Team to provide coordination and integration on issues other than trade. In fiscal 1990, as noted above, we expect to implement a number of additional proposals to provide better coordination and integration on Japan issues involving staff throughout the Library.		
While these measures will improve service to the Congress, we believe there is a need for more in-depth analysis which cannot be met with present staff and resources. In CRS, approximately 6 full-time equivalent analysts work on Japan issues. Because our analysis ranges over a wide number of issues and disciplines, this work is actually being performed by approximately 25 different people who devote between 5-50% of their time on Japan specifically. If we are to strengthen this capability, to provide more timely and targeted analysis for the Congress, additional staff and support is needed. Therefore, we are requesting 2 Foreign Policy Analysts (GS-11 and GS-13) for the Foreign Affairs and National Defense Division, an Economic Analyst (GS-13) in the Economics Division, and 2 Research Assistants (GS-9), one for each division. In filling these positions, we would seek bilingual staff who could contribute to the interdisciplinary and integration work of the Japan Task Force. In addition, a Reference Librarian (GS-9) is needed for the Congressional Reference Division to coordinate Japan support in that division.		
In addition, we are requesting funding to augment internal staff expertise through use of professional and consultant services ($50,000), to provide analysts and librarians with access to external data bases ($50,000), and to support travel to Japan for one-quarter of the Japan analysts each year ($20,000).		

III. EXPLANATION OF CHANGES SHOWN ON SCHEDULE C

C. GROWING WORKLOAD (Continued)	Staff	Amount ($000)
1. Policy analysis and information on Japan (continued)		
(b) Expansion of the CRS Selective Dissemination of Information (SDI) Service Since 1973, CRS has produced the SDI for Congress, a weekly alerting service citing articles and reports on public policy issues. It is tailored to each recipient's interests, and full text can be ordered easily. To respond to growing congressional interest in Japan, we plan to enhance this service during 1990 by adding a "basket" term for Japan, which will assist congressional monitoring of these issues. We also plan to conduct an outreach effort to Members and staff, and provide on-site briefings on how to use the system. Users can easily view citations to items received since the last sign-on; orders for full text can then be made from the screen, thus providing an efficient way for Members and staff to stay informed and have rapid access to materials related to Japan. In fiscal 1991, we are requesting funds to significantly expand coverage of Japan issues, to add books, journals and Japanese documents not currently included in the CRS SDI. The materials will be selected from the Library's Asian Division collections, which will be enhanced by Collections Services' development of a pro-active and effective acquisition program and expedited processing for these materials. (Funds for review, selection and translation of Japanese language materials are requested in the Collections Services budget.) CRS will cite the selected items in the Public Policy Literature data base, scan them to the optical disk system, and then return the books and documents to the Asian Division so they will be available to other Library clients. In order to expand the coverage of Japan issues, a Bibliographer (GS-12) and Library Technician (GS-5) are needed in the Library Services Division.		
(c) Policy Journal on Japan for the Congress Building on the increased policy analysis and broadened coverage of Japan issues, we are requesting funding to create a quarterly journal on Japan for the Congress. It will highlight research and identify important sources of information. The journal will also draw on the considerable expertise and knowledge of staff throughout the Library, as well as from outside sources. During the next year we hope to attract Japan scholars and Japanese visitors as research fellows in the Library, to contribute to the analytical and information support for the Congress; the journal would solicit materials from them as well. We are requesting an Editor (GS-14), and printing funds ($30,000) which will support distribution of the journal to all Members and Committees of Congress.		

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III. EXPLANATION OF CHANGES SHOWN ON SCHEDULE C

C. GROWING WORKLOAD (Continued)	Staff	Amount ($000)
1. Policy analysis and information on Japan (continued) (d) Facilitating dialogue on Japan issues To further build on the increased analysis for the Congress, we will have the opportunity for increased dialogue, through large scale seminars and smaller regular meetings between Members of Congress and congressional staffs on the one hand, and specialists on Japan/U.S.-Japan relations, Japanese officials and Japan scholars on the other. Some of these seminars and workshops can provide materials for wider distribution to Congress through the Japan policy journal as well. To provide necessary logistical support for such meetings, a Public Affairs Specialist (GS-12) is requested. To summarize the four policy analysis and information initiatives on Japan, $327,505 is requested for salaries, $80,736 for benefits, $50,000 for data base subscriptions, $50,000 for professional and consultant services, $20,000 for regular travel, and $20,000 for printing, publications.		
2. Funding to fill 28 vacancies We are requesting funding to fill 28 vacant positions, which represents one-third of the vacancies frozen in order to absorb the sequestration, the drug user assessment, and absorption of the fiscal 1990 pay raise. The high number of vacancies affects every type of job, and every division and office. If left unfilled, these vacancies will reduce CRS' capability to maintain current services. Over the last two years, the number of requests has increased 13 percent, while the number of filled positions has declined 5 percent. The short-range impact is a growing backlog of unfilled requests, and the necessity to scale back requests for research and analysis. If the vacancy rate remains high, or gets higher, over a period of years, the effect is to decrease the institutional capability to track issues, maintain close committee support, and reduce the range of subject expertise in CRS, and meet congressional deadlines for reference materials. Lack of funds to fill vacancies also translates into diminished capacity to meet our affirmative action objectives to make our staff more representative of the racial, ethnic and cultural diversity of the population. We have had significant success with the Graduate Recruit Program over the past two years. We have devoted considerable resources and worked hard to develop a strong recruiting network. A sustained hiring freeze will undermine those efforts.		1,292

III. EXPLANATION OF CHANGES SHOWN ON SCHEDULE C		
C. GROWING WORKLOAD (Continued)	Staff	Amount ($000)
2. Funding to fill 28 vacancies (continued) Our highest priorities at this time are to fill the following analyst/specialist positions: Aerospace Policy, Agricultural Policy, Civil Rights, Constitutional Law, Energy Technology, Government Finance, Industry Analysis, Information Policy and Technology, Legislative Budget Process, Mineral Resources, Natural Resource Policy, Science and Technology, Soviet and East European Affairs, Taxation, U.S. Alliance Relations and U.S. Technology Policy. We also need to fill four Reference Librarians, an Indexing Coordinator for the Bill Digest, a Reference Assistant, a Documents Technician, and five Production Assistants. Most of the analyst positions would be filled at the entry level. This funding would include $1,014,384 for salaries and $277,943 for benefits.		
3. Authorization to convert 9 indefinite positions to permanent In the early 1970's, CRS was provided funds in the Special and Temporary allotment to increase staff during portions of the year when the workload temporarily increased. In recent years, these wide fluctuations have ceased; workload increases are no longer accompanied by subsequent decreases. Rather, when request levels increase, they tend to stay at the new higher level until the next increase. As a result, we have had to keep these temporary positions filled throughout the year. Recently, we have filled them with multi-year indefinite appointments in order to provide health and other benefits to employees. We believe that this situation will continue, and wish to fill these positions on a permanent basis, in order to provide the full range of benefits to the employees hired in these positions, essential to meeting the current workload. We are requesting no additional funding, but propose to reprogram the necessary funds ($215,284) from the Special and Temporary allotment. The positions we wish to establish as permanent are: 3 Library Technicians (GS-5), 3 Production Support Clerks (GS-5), an Audio-Visual Specialist (GS-9), an Inquiry Recorder (GS-9) and an IBIS Clerk (GS-6). These positions would be filled on a competitive basis, and would provide current employees the opportunity to be selected for permanent positions.	9	0

III. EXPLANATION OF CHANGES SHOWN ON SCHEDULE C

C. GROWING WORKLOAD (Continued)	Staff	Amount ($000)
4. Congressional Reference Division workload management tools As a result of the Gramm-Rudman-Hollings and drug war reductions in fiscal 1990, we were forced to reduce the funds available for overtime and for data base searching. The Congressional Reference Division (CRD) has been dependent on the availability of these resources to handle the increased workload in information and reference inquiries. From fiscal 87 to 89, reference workload has increased 15.7 percent while staffing in this function has remained constant. Turnaround time for requests has also increased but has been controlled at peak periods by use of overtime. Also, CRD depends heavily on data base searching to expedite location of requested information. With these two tools, CRD has been able to keep the number of pending requests from exceeding 3000, representing 10 work days. The funds requested in this budget will restore overtime and data base searching to the fiscal 1989 level. They are urgently needed by the Congressional Reference Division to manage current workload, control growth of backlogged requests, and avoid increasing turnaround time further. Of this request, $47,000 is for other personnel comp (overtime) and $34,000 is for data base service.		81
5. Duplication of CRS products Congressional demand for CRS Reports, Issue Briefs and InfoPacks continues to grow. During fiscal 1989 we delivered more than 850,000 copies of these CRS products, compared with 820,000 in 1988. These increases are continuing as we provide expedited ordering procedures for congressional offices and committees through the new online ORDER command introduced in 1989. At the same time, we were forced to make cuts to several of these allotments in order to meet the mandatory Gramm-Rudman-Hollings and drug war decreases in fiscal 1990. Increases are urgently needed in five allotments which support the copying and printing necessary to produce these products for congressional distribution. These allotments are: (1) rental of equipment, which provides funds for photocopier leasing; (2) offset reproduction, reimbursement to the Library's Print Shop for CRS reports duplicated in this facility; (3) printing, publications--which reimburses GPO for costs of printing the Bill Digest the CRS Review, etc.; (4) the other services, miscellaneous allotment, which funds the copy center facility management contract staffing of three high volume copy centers; and (5) office supplies, which pays for purchase of paper and photocopy supplies. Increased demand for CRS products results in increased costs in all of these allotments. In summary, $75,000 is for rental of equipment, $89,000 is for offset reproduction, $10,000 for printing, publications, $40,000 for other services, miscellaneous, and $25,000 office supplies.		239

III. EXPLANATION OF CHANGES SHOWN ON SCHEDULE C

C. GROWING WORKLOAD (Continued)	Staff	Amount ($000)
6. Staff recognition and development		562

The funding support for training and staff recognition in all of the Library's appropriations is insufficient to develop the most effective staff possible. The per capita funding is significantly lower than that found throughout the government, and is inconsistent with our dependance on staff as our most important resource.

Career development is a critical ingredient to innovation and to making CRS as fully responsive and effective in serving the Congress as possible. Many of our staff devote their careers to serving Congress; they need exposure to different approaches to analysis and to information management in order to help us shape the future of CRS in light of increasingly complex policy issues before the Congress, coupled with extremely rapid technology changes. The traditional research and reference activities can be significantly enhanced by incorporating appropriate new methodologies and technology; staff need time and financial support to examine these developments and consider ways to adapt them to improve services to the Congress.

The Library's Management and Planning (MAP) study stressed the importance of appropriately recognizing staff for their achievements. Such recognition promotes staff motivation and contributes significantly to creating and maintaining an organization which must continually seek the most effective, efficient and innovative way to serve Congress.

Funding for development and for awards is totally inconsistent with this objective. Therefore, we are requesting an increase of $181,400 for staff recognition, and $380,300 for training and development, bringing funding for these important programs into line with other government agencies, and, most importantly, building the capacity for future excellence and innovation.

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Schedule 0

Congressional Research Service
Summary
FY 1991 Budget Request

	Calculation of Base	
	Staff	Amount
Appropriation, 1990	864 (36)	46,045
Budget Base, 1990*	864 (36)	46,045
Proposed Changes for FY 1991		
Mandatory		4,622
Price Level		308
Growing Workload	19 (9)	2,731
Total Proposed Changes	19	7,661
FY 1991 Budget Request	883 (27)	53,706

* Includes $225,000 spending/obligation limitation

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Schedule E

Congressional Research Service
Summary
Direct and Indirect Employees

Classification	Number of Employees * FY1989	FY1990E	FY1991E	Dollars ** FY1989	FY1990E	FY1991E
Staff Ceiling (full-time permanent positions)	896 (860)	900 (864)	910 (883)			
1110 FTE Employees**	829	864	883	33,043	34,285	39,168
(full-time employees)	(825)	(859)	878			
(part-time employees)	(8)	(10)	(10)			
1130 Special & Temporary Employees	34	36	27	783	807	851
2501 Other Services (contracts for on-site personal services)*	9	9	9	195	195	195

* Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency workspace) for six months or more during a twelve month period.

** Includes 1150 compensation and 1180 special personal services payments

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Schedule F

Congressional Research Service

Object Class 25.0 Service Contracts (Indirect Employment)						
Type of service provided under contract**	Number of Contracts**			Dollars		
	1989	1990Est.	1991Est.	1989	1990Est.	1991Est.
Data Base Subscriptions	31	31	31	663	696	801
Grievance & Arbitration	0	0	0	0	0	0
Research	48	24	24	635	312	378
Security Investigations	19	9	9	22	13	13
Support Services	1	1	1	195	195	195
Training	152	147	544	89	86	477
Misc. Purchase Orders	n/a	n/a	n/a	86	50	102
TOTAL*	251	212	609	1,690	1,352	1,966

* This includes the total number of contracts and the total dollars under object class 25.0

** Research and Support Services are contracts; all others are purchase orders

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LIBRARY OF CONGRESS
Congressional Research Service

Program and Financing (in thousands of dollars)

Identification code 03-0127-0-1-801		1989 actual	1990 est	1991 est
	Program by activities:			
	Direct program:			
00.01	Policy analysis and research	22,126	24,741	28,312
00.02	Documentation and status of legislation	2,129	2,349	2,654
00.03	Information and reference service	13,157	11,470	13,979
00.04	Executive direction and support	7,109	7,260	8,761
00.91	Total direct program	44,521	45,820	53,706
01.01	Reimbursable program	79	50	50
10.00	Total obligations	44,600	45,870	53,756
	Financing:			
11.00	Offsetting collections from: Federal funds	−79	−50	−50
25.00	Unobligated balance lapsing	163	.....	.....
39.00	**Budget authority**	**44,684**	**45,820**	**53,706**
	Budget authority:			
40.00	Appropriation	44,684	46,895	53,706
40.00	Reduction pursuant to P.L. 101-163	.....	−225	.....
40.00	Reduction pursuant to P.L. 101-164	.....	−202	.....
40.00	Reduction pursuant to P.L. 99-177	.....	−648	.....
43.00	**Appropriation (adjusted)**	**44,684**	**45,820**	**53,706**
	Relations of obligations to outlays:			
71.00	Obligations incurred, net	44,521	45,820	53,706
72.40	Obligated balance, start of year	4,619	4,233	4,398
74.40	Obligated balance, end of year	−4,233	−4,398	−5,156
77.00	Adjustments in expired accounts	−79	.....	.....
90.00	**Outlays**	**44,828**	**45,655**	**52,948**

Object Classification (in thousands of dollars)

Identification code 03-0127-0-1-801		1989 actual	1990 est	1991 est
	Direct obligations:			
	Personnel compensation:			
11.1	Full-time permanent	32,951	34,062	39,065
11.3	Other than full-time permanent	783	807	674
11.5	Other personnel compensation	92	47	280
11.9	Total personnel compensation	33,826	34,916	40,019
12.1	Civilian personnel benefits	5,567	5,672	7,357
13.0	Benefits for former personnel	20	40	40
21.0	Travel and transportation of persons	136	121	155
22.0	Transportation of things	6	.....	.....
23.3	Communications, utilities, and miscellaneous charges	982	1,561	1,682
24.0	Printing and reproduction	690	752	922
25.0	Other services	1,664	1,355	1,966
26.0	Supplies and materials	487	449	494
31.0	Equipment	1,143	954	1,071
99.0	Subtotal, direct obligations	44,521	45,820	53,706
99.0	Reimbursable obligations	79	50	50
99.9	Total obligations	44,600	45,870	53,756

Personnel Summary

Total number of full-time permanent positions	860	864	883
Total compensable workyears:			
Full-time equivalent employment	771	761	834
Full-time equivalent of overtime and holiday hours	2	1	2

Schedule 6

ITEM	1982	1983	1984	1985	1986	1987	1988	1989	1990E**	1991E
11.1 FULL-TIME PERM. POSITIONS	24,370	26,412	28,126	29,942	29,354	29,706	31,607	32,951	34,238	38,688
11.3 OTHER THAN FULL-TIME PERM.	429	617	691	643	508	538	741	783	807	851
11.5 OTHER PERSONNEL COMP.	60	113	85	99	13	153	140	92	47	280
11.8 SPEC PERS SERV PYMTS	0	0	0	0	0	0	1	0	0	0
TOTAL PERSONNEL COMP.	24,859	27,144	28,902	30,704	29,875	30,397	32,489	33,826	35,092	40,019
12.1 PERSONNEL BENEFITS	3,180	3,484	3,649	3,327	3,246	3,498	4,853	5,567	5,721	7,354
13.0 BENEFITS FOR FORMER PERS.	21	54	50	38	36	92	10	20	40	40
21.0 TRAVEL & TRAN. OF PERSONS	52	99	113	99	42	51	82	136	121	155
22.0 TRANS. OF THINGS	0	1	2	1	1	2	4	6	0	0
23.0 COMMUN., UTILITIES & RENT	1,296	1,153	1,346	1,360	1,007	1,058	1,250	982	1,561	1,682
24.0 PRINTING & REPRODUCTION	836	886	950	824	439	580	737	690	752	925
25.0 OTHER SERVICES	1,300	1,900	1,844	1,706	1,145	2,016	1,554	1,690	1,352	1,966
26.0 SUPPLIES & MATERIALS	242	319	318	459	337	468	487	487	449	494
31.0 EQUIPMENT	788	922	784	1,507	1,124	1,259	1,493	1,143	954	1,071
TOTAL OBLIGATIONS	31,574	35,162	37,346	40,025	37,271	39,379	42,959	44,547	46,042	53,706
NO. OF REQUESTS CLEARED (000's)	431	419	442	458	434	443	488	502	512	522
FULL-TIME PERMANENT POSITIONS*	849	853	858	860	860	860	860	860	864	883
OPERATING FULL-TIME PERMANENTS*	808	810	816	819	819	815	815	815	818	836
SUPPORT FULL-TIME PERMANENTS*	41	43	42	41	41	45	46	46	46	47
REQUESTS/FULL-TIME AUTH PERM	508	491	515	533	505	515	567	583	592	591

* Authorized positions
**Includes $225,000 spending/obligation limitation

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LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

1990 Budget Enacted		$37,801,000
Less: G/R/H Sequestration, P.L. 99-177	$527,000	
War on Drugs, P.L. 101-184	162,000	-689,000
1990 Budget adjusted		$37,112,000
1991 Estimate		42,211,000
Net increase		+$5,099,000

Summary

	FY 1990 No.	FY 1990 Amount	FY 1991 No.	FY 1991 Amount	Increase No.	Increase Amount
Mandatory Increases		$ ----		$ 336,447		+$ 336,447
Staff Recognition and Development		$ ----		$ 75,000		+$ 75,000
Positions						
Permanent positions	119	$ 4,102,697	119	$ 4,102,697		+$ ----
Indefinite positions	(18)	416,190	(18)	416,190		----
Special and temporary	(5)	122,734	(5)	122,734		----
Other personnel compensation		36,200		36,200		----
	119	$ 4,677,821	119	$ 4,677,821		+$ ----
Non-personal Services - Price level		32,434,179		37,121,732		+ 4,687,553
Total, Books for the Blind and Physically Handicapped	119	$37,112,000	119	$42,211,000		+$5,099,000

Mandatory	$ 336,447
Price level	4,687,553
Growing workload	75,000
Total	$5,099,000

LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

General Statement

The Library of Congress, as authorized by Public Law 89-522, administers a national reading program for blind and physically handicapped residents of the United States and for all U.S. citizens living abroad. Under the management of the National Library Service for the Blind and Physically Handicapped (NLS), books and magazines in braille and recorded formats, as well as specially designed playback equipment, are produced and distributed through a network of state and locally supported libraries. Program policy is to provide handicapped readers with access to a broad collection of general interest reading material in adequate quantity and scope, in appropriate language and reading level, and with careful attention to quality control of all products. Advisory committees, which include consumer and library representatives, provide recommendations for program additions and enhancements. In addition, research and evaluation are conducted to improve the quality of books, equipment, and service.

To ensure the availability of a basic, high quality library service for eligible blind and physically handicapped individuals, management objectives represented in this FY 1991 budget request are to:

1. Rationalize identified consumer needs into plans that will involve all NLS activities;

2. Continue working with NLS staff and cooperating network agencies to ensure plans and operating programs are serving users at a high level; and

3. Refine all aspects of our production cycles to the point of improving final products and lowering unit costs where possible.

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LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

BACKGROUND

A free national library program of braille and recorded materials for blind and physically handicapped persons is administered by the National Library Service for the Physically Handicapped. With the cooperation of authors and publishers who grant permission to use copyrighted works, NLS selects and produces full-length books and magazines in braille and on recorded disc and cassette. Reading materials are distributed to a cooperating network of regional and subregional (local) libraries where they are circulated to eligible borrowers. Reading materials and playback machines are sent to borrowers and returned to libraries by postage-free mail. Established by an act of Congress in 1931 to serve blind adults, the program was expanded in 1952 to include children, in 1962 to provide music materials, and again in 1966 to include individuals with other physical impairments that prevent the reading of standard print.

ELIGIBILITY

Anyone who is unable to read or use standard printed materials as a result of temporary or permanent visual or physical limitations may receive service. A survey sponsored by NLS found that two million persons with some type of visual impairment may be eligible and another million with physical conditions such as paralysis, missing arms and hands, lack of muscle coordination, or prolonged weakness could benefit from the use of reading materials in recorded form.

BOOK COLLECTION

Books are selected on the basis of their appeal to a wide range of interests. Bestsellers, biographies, fiction, and how-to books are in great demand. Titles expected to be extremely popular are produced on flexible disc in several thousand copies and circulated to borrowers within several months of their publication in print form. A limited number of titles are produced in Spanish and other languages for readers whose primary language is not English. Registered borrowers learn of new books added to the collection through two bi-monthly publications, Braille Book Review and Talking Book Topics. Through a union catalog on microfiche and in computerized form, every network library has access to the entire NLS book collection and to the resources of several cooperating agencies.

Almost seventy magazines on disc and in braille are offered through the program. Readers may request free subscriptions to U.S. News and World Report, National Geographic, Consumer Reports, Good Housekeeping, Sports Illustrated, Jack and Jill, and many other popular magazines. Current issues are mailed to readers at the same time the print issues appear.

LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

VOLUNTEER SERVICES

Free correspondence courses leading to certification in braille transcribing (literary, music, and math braille) and braille proofreading are offered. Voice auditions and informal training are given to volunteer tape narrators affiliated with local recording groups. A directory of volunteer groups that produce books for libraries and individuals is published frequently. Volunteers may call NLS staff for their expertise in braille transcription and recording techniques.

RESEARCH AND DEVELOPMENT

The NLS research program is directed toward improving the quality of reading materials and related equipment, controlling program costs, and reducing the time required to deliver services to users. Current research activities include (1) the development of high-speed embossers for braille printing, (2) the application of digital techniques to NLS recorded material, and (3) the use of the latest advances in computer technology to provide a communications link among NLS, all participating libraries, book and magazines producers, and distribution centers.

OBJECTIVES

In fiscal year 1991, the major NLS/BPH objectives related to funding requests for providing service to a readership of more than 700,000 blind and physically handicapped patrons and 150 network libraries are: (1) publication of bi-monthly catalogs of braille and recorded books and magazines, and outreach efforts; (2) maintenance of three multistate centers in the northern, midlands, and western areas of the U.S. as efficient and cost-effective storage centers of NLS materials which are distributed to network libraries for use by blind and physically handicapped patrons; (3) production of books, magazines, and catalogs in braille format; (4) production of books, magazines, and catalogs in recorded format; and (5) production and repair of playback equipment and accessories adapted to the needs of blind and physically handicapped individuals for their use in the Library of Congress talking book program.

FUNDING

The Library is requesting $42,211,000 to support this program in fiscal 1991. Additional resources required in fiscal 1991 to accomplish these objectives and maintain the program at the fiscal 1990 level total $5,099,000. This includes $336,447 in mandatory salary costs, $4,687,553 in non-personal support services; and $75,000 for staff recognition and development.

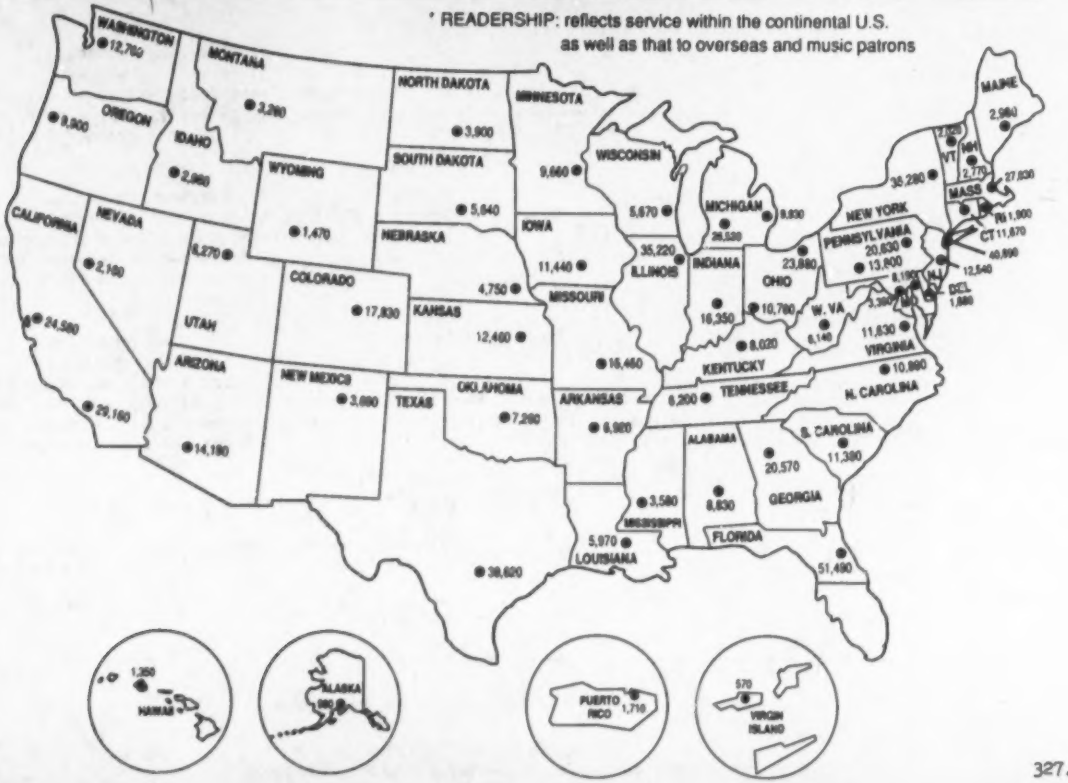
24-726 O—90——36

National Library Service for the Blind and Physically Handicapped

Network of Major Service Center
FY 1989
TOTAL READERSHIP 712,330*

Library of Congress

* READERSHIP: reflects service within the continental U.S. as well as that to overseas and music patrons



LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

Justification of Increase and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
A. Mandatory increases						+$ 336,447
(1) Ingrades						+$ 53,570
Funds are requested to cover ingrade increases:						
Salaries		$ 44,762				
Personnel Benefits		8,808				
		$ 53,570				
(2) Annualization of pay raise						+ 187,300
This increase is necessary to provide for annualization of the entire pay raise for General Schedule employees and Wage Board employees, effective in January 1990.						
Salaries		$ 156,300				
Personnel Benefits		31,000				
		$ 187,300				
(3) Pay raise, effective January 1991						+ 71,000
This increase is necessary to provide for a 3.5 percent pay raise with 50 percent absorption effective January 1991.						
Salaries		$ 59,200				
Personnel Benefits		11,800				
		$ 71,000				
(4) Lifting pay cap						+ 6,000
In January 1991, rates of pay for supergrades will increase in accordance with the provisions of the Government Ethics Reform Act of 1989.						
Salaries		$ 5,200				
Personnel Benefits		800				
		$ 6,000				
(5) One extra day						+ 18,577
Fiscal 1991 has 261 days, one more than fiscal 1990.						
Salaries		$ 15,481				
Personnel Benefits		3,096				
		$ 18,577				

LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

B. Staff Recognition and Development ..... +$ 75,000

Consistent with the Library's overall staff development objectives for FY 1991, NLS is requesting the establishment of a performance awards base of $25,000 and an increase in tuition and training of $50,000. Please refer to the staff recognition and development justification contained under Salaries and Expenses, Library of Congress for supporting information.

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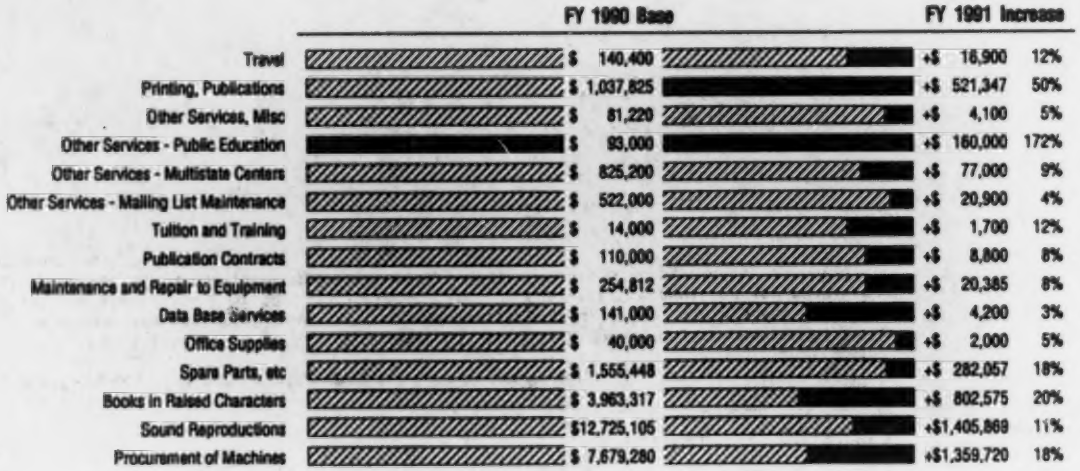
LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
C. Non-personal services		$32,434,179		$37,121,732		+$4,687,553
Price Level						+$4,687,553


FY 1990 Base
FY 1991 Increase
Travel $ 140,400 +$ 16,900 12%
Printing, Publications $ 1,037,825 +$ 521,347 50%
Other Services, Misc $ 81,220 +$ 4,100 5%
Other Services - Public Education $ 93,000 +$ 160,000 172%
Other Services - Multistate Centers $ 825,200 +$ 77,000 9%
Other Services - Mailing List Maintenance $ 522,000 +$ 20,900 4%
Tuition and Training $ 14,000 +$ 1,700 12%
Publication Contracts $ 110,000 +$ 8,800 8%
Maintenance and Repair to Equipment $ 254,812 +$ 20,385 8%
Data Base Services $ 141,000 +$ 4,200 3%
Office Supplies $ 40,000 +$ 2,000 5%
Spare Parts, etc $ 1,555,448 +$ 282,057 18%
Books in Raised Characters $ 3,963,317 +$ 802,575 20%
Sound Reproductions $12,725,105 +$1,405,869 11%
Procurement of Machines $ 7,679,280 +$1,359,720 18%

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LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

C. Non-personal services - Price Level (continued)

Printing Publications ..... +$ 521,347

An increase of 50 percent is fiscal 1991 is requested to cover cost increases in paper and printing due to price increases encountered with major NLS printing contracts awarded by the Government Printing Office during fiscal 1988 and fiscal 1989. This request, which includes the 7 percent materials and labor cost adjustment recommended by GPO, will permit maintenance of current production and will permit printing of deferred projects.

Other Services - Public Education ..... +$ 160,000

A public awareness project for senior citizens is scheduled for release beginning in fiscal 1991. These funds are required to produce and distribute broadcast and print materials to outlets across the nation.

Other Services - Multistate Center ..... +$ 77,000

Experience and contacts with facilities contractors for materials storage and distribution indicate costs will increase by 9 percent due to rental and mandatory salary increases.

Other Services - Mailing List Maintenance ..... +$ 20,900

Based upon actual experience, the current level of activity for the Comprehensive Mailing List System (CMLS) can be maintained with a 4 percent inflation increase. The efficiency and daily updating of this automated system must be maintained in order to promptly serve over 420,000 subscribers with more than 800,000 subscriptions to publications. It is critical that there are no interruptions in the processing of an average of 705,000 transactions each year, and any delays in the printing of over 7,000,000 labels each year for publications distributed to patrons.

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Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

C. Non-personal services - Price Level (continued)

Publication Contracts ..... +$ 8,800

Material and labor increases are projected at 8 percent based upon actual experience.

Maintenance and Repair to Equipment ..... +$ 20,385

Existing contractors and industry projections indicate an inflation factor of 8 percent for fiscal 1991 over fiscal 1990.

Needles, Spare Parts, etc. ..... +$ 282,057

The increased amount for spare parts is needed to provide for a quality maintenance program in conjunction with the growing book program. This would amount to an average parts cost per repair machine of $11.62. We estimate repairing approximately 158,133 machines in fiscal 1991.

Books and Raised Characters ..... +$ 802,575

Price increases in fiscal 1988 and fiscal 1989 totaled 13.4 percent. Given continuing price increases in raw materials, labor, and related expenses, a 20 percent increase is projected for fiscal 1991 based upon real need.

Sound Reproductions ..... +$1,405,869

Total recorded costs are projected to rise approximately 11 percent in fiscal 1991 due to inflation and increases in material costs. A large part of this rise is a projected 10 percent increase in prices by the major NLS contractors. After years of steady or falling prices in many areas of recorded products, costs began to rise in fiscal 1989.

LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

C. Non-personal services - Price Level (continued)

Projections indicate that they will rise more rapidly in fiscal 1990 and fiscal 1991.

Procurement of Machines ..... +$1,359,720

At a cost of approximately $153 each, 48,000 Cassette Book Machines required in fiscal 1991 will cost $7,344,000. The price is based on the increase predicted by current manufacturers, including inflation and fluctuation of the yen; the quantity is required to ensure that all eligible users receive machines and to avoid waiting lists. Based on manufacturers' estimates, the 12,000 Talking Book Machines required in fiscal 1991 will cost approximately $131.25 each, for a total cost of $1,575,000. An additional $120,000 is required for drawings and miscellaneous accessories.

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LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

Additional Information

	1990	1991 Estimate	1991 Increases: Price Level	1991 Increases: Growing Workload	1991 Increases: Total
2101 Regular Travel	$ 135,500	$ 151,800	$ 16,300	$	$ 16,300
2102 Attendance at Meetings	4,900	5,500	600		600
2103 Local Travel	500	500			0
2201 Transportation of Things	35,000	35,000			0
2301 Postage	70,000	70,000			0
2310 Local Telephone	59,000	59,000			0
2311 Local Telephone - Data Comm.	5,000	5,000			0
2320 Long Distance Telephone	71,000	71,000			0
2321 Long Distance - Data Comm	9,542	9,542			0
2327 Teletype, Etc.	6,000	6,000			0
2330 Rental of Equipment	25,400	25,400			0
2350 Rental of Space	1,534,800	1,534,800			0
2410 Printing, Forms	20,000	20,000			0
2420 Printing, Publications	1,037,825	1,559,172	521,347		521,347
2430 Photoduplication	60,000	60,000			0
2440 Offset Reproduction	25,000	25,000			0
2501 Other Services, Misc.	81,220	85,320	4,100		4,100
2502 Other Services - Public Education	93,000	253,000	160,000		160,000
2503 Other Services - Natl Biblio Serv	32,100	32,100			0
2504 Other Services - Inventory Cont	153,180	153,180			0
2505 Other Services - Multistate Centrs	825,200	902,200	77,000		77,000
2506 Other Services - Mailing List Maint	522,000	542,900	20,900		20,900
2510 Other Services - Systems Maint.	146,750	146,750			0
2520 Tuition and Training	14,000	65,700	1,700	50,000	51,700

Schedule C

Library of Congress
Books for the Blind & Physically Handicapped
Summary
Detailed Analysis of Changes
FY1991

	Calculation of Base	
	STAFF	DOLLARS ($000)
Appropriation, 1990	119	$ 37,801
Minus: Reduction pursuant to P.L. 99-177		- 527
Reduction pursuant to P.L. 101-164		- 162
Budget Base, 1990		$ 37,112

	1991 Request	
	STAFF	DOLLARS ($000)
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increases and related benefits		53
2. Annualization of pay raises		187
3. Annualization of pay raises (Foreign)		—
4. Accident Compensation		—
5. One day extra		19
6. Lift the pay cap		6
7. Annualization of unfinanced positions		—
8. Partial funding of 1/91 pay raise		71
B. Price Level Changes		
1. Travel cost increases		17
2. Transportation of things		—
3. Rent & postage increase		—
4. Printing cost increase		522
5. ADP timesharing price increase		4
6. Misc. services increase		291
7. Training-tuition increases		2
8. Supplies cost increase		284
9. Equipment cost increase		3,568
C. Program Increases		
1. Staff level increase		—
Indefinite positions		—
Unfinanced positions		—
2. Other program increase		
a. Travel		—
b. Transportation of things		—
c. Rent, communications , utilities		—
d. Printing & reproduction		—
e. Other services		50
f. Supplies & materials		—
g. Equipment		—
h. Other personnal compensation		25
D. Program Decreases		—
II. Net Increase/Decrease Requested		5,099
III. Total Appropriation Request, 1991	119	42,211

LIBRARY OF CONGRESS
Books for the Blind and Physically Handicapped

Program and Financing (in thousands of dollars)

Identification code 03-0141-0-1-503		1989 actual	1990 est	1991 est
	Program by activities:			
00.01	Direct service to users	28,716	29,695	34,056
00.02	Support services	7,179	7,417	8,155
10.00	Total obligations	35,895	37,112	42,211
	Financing:			
25.00	Unobligated balance lapsing	579	.....	.....
39.00	**Budget authority**	**36,474**	**37,112**	**42,211**
	Budget authority:			
40.00	Appropriation	36,474	37,801	42,211
40.00	Reduction pursuant to P.L. 101-164	.....	−162	.....
40.00	Reduction pursuant to P.L. 99-177	.....	−527	.....
43.00	**Appropriation (adjusted)**	**36,474**	**37,112**	**42,211**
	Relation of obligations to outlays:			
71.00	Obligations incurred, net	35,895	37,112	42,211
72.40	Obligated balance, start of year	34,120	33,181	35,911
74.40	Obligated balance, end of year	−33,181	−35,911	−40,100
77.00	Adjustments in expired accounts	1,399	.....	.....
90.00	Outlays	38,233	34,382	38,022

Object Classification (in thousands of dollars)

Identification code 03-0141-0-1-503		1989 actual	1990 est	1991 est
	Personnel compensation:			
11.1	Full-time permanent	3,433	3,401	3,657
11.3	Other than full-time permanent	282	470	493
11.5	Other personnel compensation	23	36	63
11.9	Total personnel compensation	3,738	3,907	4,213
12.1	Civilian personnel benefits	600	761	817
13.0	Benefits for former personnel	.....	10	10
21.0	Travel and transportation of persons	123	141	158
22.0	Transportation of things	42	35	35
23.1	Rental payments to GSA	549	549	549
23.3	Communications, utilities, and miscellaneous charges	223	1,232	1,232
24.0	Printing and reproduction	1,547	1,143	1,664
25.0	Other services	3,285	2,859	3,206
26.0	Supplies and materials	2,065	1,669	1,953
31.0	Equipment	23,723	24,806	28,374
99.5	Total obligations	35,895	37,112	42,211

Personnel Summary

Total number of full-time permanent positions	119	119	119
Total compensable workyears:			
Full-time equivalent employment	109	103	105
Full-time equivalent of overtime and holiday hours	1	1	1

LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

Additional Information

	1990	1991 Estimate	1991 Increases: Price Level	1991 Increases: Growing Workload	1991 Increases: Total
2550 Professional & Consultant Serv. .	123,000	123,000			0
2555 Research and Development	362,500	362,500			0
2556 Publication Contracts	110,000	118,800	8,800		8,800
2560 Maint. & Repair to Equipment	254,812	275,197	20,385		20,385
2580 Data Base Services	141,000	145,200	4,200		4,200
2601 Office Supplies	40,000	42,000	2,000		2,000
2603 Automotive Supplies	2,000	2,000			0
2610 Computer Software	12,000	12,000			0
2621 Spare Parts, etc.	1,555,448	1,837,505	282,057		282,057
2650 Pamphlets and Documents	60,000	60,000			0
3100 Books and Library Materials	14,600	14,600			0
3102 Subscriptions	31,900	31,900			0
3104 Books - Music	267,000	267,000			0
3110 Books in Raised Characters	3,963,317	4,765,892	802,575		802,575
3111 Sound Reproductions	12,725,105	14,130,974	1,405,869		1,405,869
3112 Procurement of Machines	7,679,280	9,039,000	1,359,720		1,359,720
3113 Testing Equipment	70,000	70,000			0
3140 Equipment	50,300	50,300			0
3150 Furniture and Furnishings	5,000	5,000			0
Total, BBPH	$32,434,179	$37,171,732	$4,687,553	$50,000	$4,737,553

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Schedule A

Library of Congress
Books for the Blind and Physically Handicapped
By Organization and BY Object Class
FY1991

Categories	FY 89 Actual STAFF	FY 89 Actual DOLLARS ($000)	FY 90 Estimate STAFF	FY 90 Estimate DOLLARS ($000)	FY 91 Estimate STAFF	FY 91 Estimate DOLLARS ($000)	Net Change 90/91 STAFF	Net Change 90/91 DOLLARS ($000)
1. Breakdown by Organizations:								
National Programs								
National Library Services for the Blind and Physically Handicapped	119	$ 35,895	119	$ 37,112	120	$ 42,211	+ 1	$+ 5,099
Total	119	35,895	119	37,112	120	42,211	+ 1	$+ 5,099
2. Breakdown by Object Class:								
11 Personnel Compensation		3,738		3,907		4,213		+ 306
12 Personnel Benefits		600		761		817		+ 56
13 Benefits to Former Personnel		---		10		10		---
21 Travel		123		141		158		+ 17
22 Transportation of Things		42		35		35		---
23 Rent, Communication & Util.		772		1,781		1,781		---
24 Printing & Reproduction		1,547		1,143		1,664		+ 521
25 Other Services		3,285		2,859		3,206		+ 347
26 Supplies & Materials		2,065		1,669		1,953		+ 284
31 Equipment		23,723		24,806		28,374		+ 3,568
42 Insurance Claims & Indem.		---		---		---		---
Total		35,895		37,112		42,211		+ 5,099

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Schedule B

Library of Congress
Books for the Blind and Physically Handicapped
Analysis of Change
By Organization and By Object Class
FY1991

Categories	MANDATORY CHANGES STAFF	MANDATORY CHANGES DOLLARS ($000)	PRICE LEVEL CHANGES STAFF	PRICE LEVEL CHANGES DOLLARS ($000)	PROGRAM CHANGES: STAFF LEVEL INCREASES STAFF	STAFF LEVEL INCREASES DOLLARS ($000)	OTHER INCREASES STAFF	OTHER INCREASES DOLLARS ($000)	PROGRAM DECREASES STAFF	PROGRAM DECREASES ($000)	NET CHANGE STAFF	NET CHANGE ($000)
1. Breakdown by Organizations:												
National Programs												
National Library Service for the Blind and Physically Handicapped		$ 336		$ 4,688		$ ---		$ 75		$ ---		$ 5,099
Total		336		4,688		---		75		---		5,099
2. Breakdown by Object Class:												
11 Personnel Compensation		281		---		---		25		---		306
12 Personnel Benefits		55		---		---		---		---		55
13 Benefits to Former Personnel		---		---		---		---		---		---
21 Travel		---		16		---		---		---		17
22 Transportation of Things		---		---		---		---		---		---
23 Rent, Communication & Util.		---		---		---		---		---		---
24 Printing & Reproduction		---		206		---		---		---		522
25 Other Services		---		208		---		50		---		347
26 Supplies & Materials		---		251		---		---		---		284
31 Equipment		---		1,777		---		---		---		3,568
42 Insurance Claims & Indem.		---		---		---		---		---		---
Total		336		4,688		---		75		---		5,099

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LIBRARY OF CONGRESS
FURNITURE AND FURNISHINGS

1990 Budget Enacted		$ 2,579,000
Less: G/R/H Sequestration, P.L. 99-177	$ ----	
War on Drugs, P.L. 101-164	11,000	-11,000
1990 Budget Adjusted		$ 2,568,000
1991 Estimate		7,086,000
Net increase		$+4,518,000

Summary

	FY 1990 Enacted	FY 1991	Increase
1. Decreases			
a. Non-recurring furniture and equipment			-$ 898,000
2. Increases			
a. Mandatory items			+$ 14,000
b. Growing workload			+ 5,402,000
Total increases			+$5,416,000
Total, Furniture and Furnishings	$2,568,000	$7,086,000	+$4,518,000

LIBRARY OF CONGRESS
FURNITURE AND FURNISHINGS

General Statement

Major Operating Areas:

This appropriation provides funding for the purchase of furniture, furnishings, and equipment for most Library programs. It supports the general Library, the Copyright Office and the Congressional Research Service.

Fiscal 1991 Request:

These capital expenditures represent two percent of the total budget requests. They are, however, critical needs for a wide assortment of equipment and furnishings needed in a modern library. The principal areas of growth are: providing critically needed furniture and partitions ($909,900) to support new and existing positions; providing appropriate and efficient workstations ($284,500); continuation of the multi-year program for telephone equipment acquisition ($224,600); replacing furniture and equipment needs throughout the Library and providing similar furniture and equipment needed to meet the need for expanding files and growing workload ($2,513,200).

Major Objectives of Submission:

This appropriation request is intended to provide for the creation of work environments suitable for maximum productivity and to establish workstation areas composed of furniture, furnishings and equipment which contribute toward effective and efficient staff operations.

LIBRARY OF CONGRESS
FURNITURE AND FURNISHINGS

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

1. Annual Furniture and Equipment

Growing Workload ..... +$ 1,466,800

a. Annual Furniture ..... + $ 884,900

Of the total amount requested, eighty-seven percent ($770,000) is necessary to provide furniture support for 118 positions related to the Collections Services request to reduce the growth of the unprocessed arrearages in the Library's special format collections. The remaining sum is necessary to provide furniture and furnishings in various offices in the Library which are either being internally relocated or require upgrading to make them more efficient and compatible. Included is $26,800 to redesign the Health Services space to better meet the needs and comfort of staff and users and $13,000 to accommodate the relocation of the Retail Marketing office. An additional $34,000 will provide office and conference room furniture for preservation areas and $8,000 to upgrade the Register of Copyright's office. A sum of $19,100 is requested to provide replacement furniture for the Visitor Services Coordinator and $14,000 to augment furniture to meet the needs of the increasing number of public events.

b. Workstations ..... + $ 284,500

Seventy-three percent of the request ($207,900) will provide four hundred chairs for professional and technical staff who spend substantial periods of time at computer workstations. Standard chairs presently used for this purpose are ergonomically improper causing premature fatigue and inefficiency after long periods of use. Most of the existing chairs are ten years old and in many cases have failed, presenting safety hazards to staff who use them.

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LIBRARY OF CONGRESS
FURNITURE AND FURNISHINGS

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

1. Annual Furniture and Equipment - Growing Workload (continued)

Workstations (continued)

An additional ($41,000) is to provide automation support furniture for the Congressional Research Service consisting of 90 mobile computer tables to provide appropriate equipment configuration for analysis and staff in small spaces using microcomputers and printers. The Technical Processing and Automation Instruction Office requests $18,900 to establish a microcomputer classroom as part of an internal training effort. The remaining sum ($16,700) is needed to complete sixteen workstations in the Copyright Office and one in Library Management Services.

c. Annual Partitions ..... + $ 25,000

This sum is requested to purchase needed moveable low metal partitions which can be fitted with electrical wiring, data cabling and power receptacles and a variety of work surfaces and task lighting fixtures.

d. Telephone Equipment (a) ..... + $ 224,600

With the installation of the digital telephone switch, the Library's existing analog telephone instruments will be obsolete. This request is part of a multi-year program to replace existing telephones. For FY 1991, the request will provide for the purchase of approximately 300 digital telephones. Over a five year period most telephones will be converted to digital with greatly improved network of both voice and data (including pictorial display) communications service.

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Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

1. Annual Furniture and Equipment - Growing Workload (continued)

e. Overseas Offices ..... + $ 47,800

Of the total increase requested, $19,000 is necessary to provide a replacement van for the Cairo office. The current automobile is ten years old and its use is no longer practical due to the constant requirement for repairs. The Jakarta office is in need of air conditioners ($8,800) to replace units so old and deteriorated that repair parts are unavailable. Basic appliances in both Nairobi and Jakarta ($10,800) have reached the end of their serviceable lives and are in need of replacement. The remaining $9,200 is requested to provide replacement office furniture for the Nairobi, Jakarta, and Cairo offices.

2. Non-recurring Furniture and Equipment

Growing Workload ..... +$ 2,513,200

Card Catalog Cases ..... + $ 31,000

The entire request is necessary to provide thirty-five card catalog cases in Collection Services to accommodate the normal expansion of the Shelflist.

Map Cabinets ..... + $ 99,700

Of the total request, fifty-five percent ($54,800) is necessary for the acquisition of seventy-five map cabinets to store the Geography & Map Division's annual receipts. Fifty additional cabinets ($36,500) will house the 90,000 sheets comprising a unique collection of cartographic materials prepared for the 1990 decennial census

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

2. Non-recurring Furniture and Equipment - Growing Workload (continued)

Map Cabinets (continued)

which have been requested to be made available to Members of the Congress in early 1991. Additionally, $4,900 will provide four glass negative cabinets to hold historic negatives of the M. Bell and Francis Benjamin Johnson collections which are presently dangerously exposed for want of proper housing. The balance of the request ($3,500) is to support two map cabinets to provide working space adjacent to the photocopiers in the Geography & Map Reading Room and near the display area within the G&M vault.

Filing Equipment ..... + $ 86,200

The Congressional Research Service is in need of eighty-six file cabinets ($58,000) to replace malfunctioning and aging equipment which presents safety hazards to staff who attempt to access the research collections and to provide adequate storage for the general accumulation of materials necessary for congressional research. Additionally, this request will provide for 24 filing and storage cabinets ($9,100) throughout the Library to accommodate the general accumulation of necessary materials and to replace equipment which frequently malfunctions. $12,800 is to provide 28 filing cabinets in the reorganized Information Technologies Services offices and conference rooms. Four cabinets ($1,800) are required in Collection Services for the storage of additional files in the Office of Principal Catalogs, and eight cabinets ($4,500) to accommodate the expansion of the new South Asian titles and materials of the European History specialist.

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

2. Non-recurring Furniture and Equipment - Growing Workload (continued)

Bookcase & Shelf Sections ..... + $ 38,700

Of the total request, fifty-eight percent ($22,400) will allow shelving for the Law Library to store legal periodicals, state reports and treatises which are presently seriously overcrowded. Present shelving is critically deficient with no growth space for Federal materials and regional reports. The request includes $12,900 to provide 33 bookcases in Collections Services needed by collections staff to arrange reference materials kept at their desks and to house large pictorial reference books in the Prints & Photographs Reading Room.

The remaining $3,400 will provide forty new bookshelves in two areas of the Library; half in the reorganized Information Technologies Services for newly developed offices and half to increase reference materials storage capabilities for individual workstations in the Automation Planning and Liaison Office.

Book, Basket & Map Trucks ..... + $ 51,800

This request will provide eighty eight additional book trucks throughout the Library needed to augment those already in service in order to transport materials and collections within and between service units and to provide adequate equipment for processing and moving increasing collections; included are thirty book trucks for the Copyright Office to move deposits throughout the department and to transport materials to and from shelves and workstations within the divisions.

Currently, there is an inadequate number of trucks to meet the demands on them; in order to maintain circulation, staff must spend valuable time offloading materials in process and then reload them for transport elsewhere. Booktrucks are the lifeblood of

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

2. Non-recurring Furniture and Equipment - Growing Workload (continued)

Book, Basket & Map Trucks (continued)

many service offices which cannot efficiently operate without adequate types and sufficient number of book trucks.

Additionally, the request will provide seventy trucks (Constituent Services-28, Collections Services-30, Congressional Services-10, Cultural Services-2) as normal replacements for units which have reached the end of their serviceability.

Reference Retrieval Equipment ..... + $ 386,100

The Congressional Research Service is in need of six microform reader printers ($41,000) to replace equipment which, due to heavy use, is producing poor quality output and experiencing frequent breakdowns. Large increases in the Copyright Office applications project requires a document microfilm camera ($46,500) to reduce overloading of the present equipment, and two reader printers ($25,100) to replace malfunctioning equipment with more dependable units for public service. Seven microfilm readers and four microfiche readers ($12,600) are necessary in the Copyright Office to provide equipment for processing incoming microform materials. Two aging and obsolete microform reader printers ($24,300) in Constituent Services reading rooms need to be replaced as repair parts are no longer available. Additionally, three new reader printers ($36,500) are necessary to supplement heavily accessed equipment in the Recorded Sound Reference Center and Science and Technology areas.

Additionally, five CD-Rom jukebox systems and related equipment ($86,300) are needed in the Congressional Research Service to provide access to increasing amounts available in this format; jukeboxes are needed to handle multiple disks and high

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

2. Non-recurring Furniture and Equipment - Growing Workload (continued)

Reference Retrieval Equipment (continued)

resolution monitors are needed to permit users to preview prior to printing material. Constituent Services is in need of four reader printers ($35,800) and ten microfilm readers ($21,800) to satisfy the heavy demand for photocopies of newspapers on microfilm and of the government microfiche collection; twenty-two microform cabinets ($20,900) are required to accommodate the growth of the main microform collections and acquisitions in the Microform Reading Room.

The Law Library is in need of a microform reader printer ($12,200) to replace existing equipment used to promote the preservation of inkprint copies and five microfiche storage cabinets ($3,400) used to house primary research collections. The remaining $19,500 is needed for various reference retrieval equipment throughout the Library to replace units which, in many cases, are more than 15 years old and in constant need of repair from heavy use.

Audio Visual Equipment ..... + $ 131,800

Sixty-one percent ($79,900) of the total request is to purchase audio visual equipment for the Congressional Research Service. Included is a color projection system ($26,500) needed for the growing requirement for CRS analysts to include visual information in Member briefings, a video player ($21,900) to provide variable speed and freeze frame capability for seminars and workshops on the Congressional Cable System, a color image scanner ($10,100) to transfer images into hypermedia and graphics presentations, and various incidental audio visual pieces ($21,400) to replace equipment which is over ten years old and by FY 1991 will have reached the end of its useful life.

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

2. Non-recurring Furniture and Equipment - Growing Workload (continued)

Audio Visual Equipment (continued)

The Copyright Office request $18,400 for three audio tape players, two video players, a CD player and two TV monitors to replace exhibit equipment which, through heavy use over the past seven years, has experienced frequent and expensive repairs. $3,200 will provide equipment to Cultural Affairs and Collections Services which now must be borrowed from other areas and is, therefore, frequently unavailable at necessary briefing and meeting times.

An additional sum of $17,700 is to create an interactive videodisk training system in the Congressional Research Service to enable CRS to create briefing materials to take advantage of many media formats and to present analytical materials in a way which will enhance comprehension. The Information Office is in need of VCR recording and editing equipment ($6,600) to allow the capability to produce and edit 1/2" video news clips for internal communications of the services and activities of the Library. The remaining sum ($6,000) will provide audio visual equipment in the Copyright Office and Law Library to prepare video presentations for meetings and for viewing of slides by the public.

Security Equipment ..... + $338,000

The Library is requesting $200,000 for the purchase and installation of electronic theft detection devices to provide better control over the unauthorized removal of collection materials at exits of the three Capitol Hill buildings, and at exits to designated reading rooms. The present system of checks at building exits can only be a limited deterrent to the unauthorized removal of collection materials as these may be hidden from sight upon exit. An electronic device will provide a more creditable

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

2. Non-recurring Furniture and Equipment - Growing Workload (continued)

Security Equipment (continued)

control system, and will be both more effective and less offensive than the present system of searching personal items.

The remaining sum of $138,000 is requested for the purchase and installation of electronic theft detection devices and other security equipment to provide better control of various exhibit areas. Present equipment will, by FY 1991, have exceeded its useful life. Included in this request $6,900 as the first of a five-year program to replace police revolvers.

Lockers ..... + $ 9,500

This amount will provide fifty-six lockers to replace units which are unsightly, damaged, or with faulty locks for staff who do not have desks or other appropriate places to store personal belongings.

Maintenance Equipment ..... + $ 12,900

This request is necessary to provide twenty-two trash container trucks to replace unserviceable units required to transport recyclable trash.

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Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

2. Non-recurring Furniture and Equipment - Growing Workload (continued)

Materials Handling Equipment ..... + $ 1,100

Moving and relocation of expensive furniture and furnishings to support jobs relative to phase II of the restoration and renovation project require the replacement of twelve dollies. Additionally, four safety step ladders are needed to access books and materials from high shelves in Copyright's Examining Division.

M/B/RS (Public Service) ..... + $ 122,400

The Public Service area of the Motion Picture, Broadcasting and Recorded Sound Division is in serious need of equipment to replace that which is more than 15 years old and in constant use by researchers. Included are two viewing machines ($62,100) which are damaging films from the collections, two film inspectors ($35,700) to enable staff to inspect film for damage before allowing access to researchers and scholars, and two rewind tables ($17,000). The highly sophisticated equipment used in this area must be perfectly operational in order to avoid damage to valuable collections, and repairs to units this old are no longer economically sound. The balance of the request is to provide a laserdisc player and monitor to allow the Motion Picture, Broadcasting & Recorded Sound Division to play any of several thousand videodiscs in the collections for which there is presently no available access equipment for researchers in the film/TV viewing room.

M/B/RS (Quality Control) ..... + $ 273,600

Of the total amount requested, $80,500 is to provide a digital cassette video recorder to commence digital recording which is leading to a replacement of analog video recording for the Library's collections. $88,000 is necessary to upgrade an 18

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Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

2. Non-recurring Furniture and Equipment - Growing Workload (continued)

M/B/RS (Quality Control) (continued)

year old film analyzer for more efficient and accurate operation in order to improve quantity as well as quality of output. A flatbed viewing table ($48,300) is necessary to provide equipment for quality control inspection of materials for side-by-side viewing of like preservation copies. Additionally, an optical disk recorder ($28,800) will allow the commencement of digital audio recording onto optical disks; and sophisticated audio equipment, including an open reel tape recorder ($16,100) and a signal analyzer ($12,500), is necessary to guarantee quality control inspection of audio materials. The balance of $19,400 is to provide miscellaneous quality control equipment for the inspection of film and audio materials.

Equipment and Office Machines ..... + $ 480,400

Of the total request, seventy-three percent ($351,800) is necessary to provide equipment and office machines in Library Management Services which have, in many cases, experienced frequent malfunctioning and are reaching the end of their useful life. Included are ten telecommunications devices and attendant equipment for the deaf ($78,000) to increase responsiveness in support of LC service units; a computerized paper cutter ($63,300), printing press ($88,600), and folder ($31,600) to replace equipment approaching obsolescence, and a dishwasher ($86,300) to replace the unit in the Madison cafeteria which is undersized and cannot meet needs during peak use hours. Over demands have resulted in frequent repairs and breakdowns. The remaining $4,000 is intended to provide additional equipment and office machines, including 10 pagers to contact staff who must be available during emergencies.

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

2. Non-recurring Furniture and Equipment - Growing Workload (continued)

Equipment and Office Machines (continued)

The Congressional Research Service requests five facsimile transceivers ($51,750) to meet the growing demand for facsimile transmission with high speed and quality for delivery of products and messages between CRS and Congressional offices. The remaining $9,200 will provide replacement stamping machines for Collections Services accessioning activities, a facsimile machine for Cultural Services and a string tying machine for the Copyright Office.

A computer assisted display (CAD) terminal ($17,300) will allow the Library Environment Resources Office to handle the additional workload of space design requirements. A sound level meter, dosimeters, and xray and VDT monitor ($10,300) are required to establish a work environment which provides healthy air, protection from potential hazards of new technology and personal security. The Loan Division is in need of six additional terminals and two pin label applicators ($36,000) to implement the online Circulation Control Facility. The remaining sum will provide the Law Library with telefacsimile equipment ($2,500) to improve responses to Congressional requests and two portable photocopiers ($1,800) to provide the Congressional Research Service inexpensive backup copying capability and for use at remote locations.

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

2. Non-recurring Furniture and Equipment - Growing Workload (continued)

Telephone Cable ..... + $ 450,000

Technological advances in the data processing and telecommunications fields have opened the possibility of high speed transmission of data and voice traffic over a common wiring system. The Library's Madison Building system was designed and installed for voice communications. A secondary wiring system was added to accommodate data transmission. Maintenance of the dual systems is becoming increasingly cumbersome and expensive. Requirements for higher speed transmissions can only be met through the use of fiber optic connections. To take advantage of the economies of combining voice and data traffic over a common wiring system, this first part of a multi-year request is necessary.

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LIBRARY OF CONGRESS
FURNITURE AND FURNISHINGS

Justification of Increases and Decreases

	FY 1990 enacted		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount
3. F&P Salaries and Benefits						
Mandatory						+ $ 14,000
a. Annualization of pay raises						+ $ 10,000
This increase is necessary to provide for annualization of the entire 1990 pay raise for General Schedule employees effective in January 1990.						
Salaries ..... $ 8,400						
Benefits 1,600						
$10,000						
b. Partial funding for January 1991 pay raise						+ $ 4,000
This increase is necessary to provide for a 3.5 percent pay raise with 50 percent absorption effective January 1991.						
Salaries ..... $ 3,300						
Benefits 700						
$ 4,000						

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Schedule C

Library of Congress
Furniture and Furnishings
Summary
Detailed Analysis of Changes
FY1991

	Calculation of Base	
	STAFF	DOLLARS ($000)
Appropriation, 1990		$ 2,579
Minus: Reduction Pursuant to P.L. 99-177		—
Reduction Pursuant to P.L. 101-164		- 11
Budget Base, 1990		2,568

	1991 Request	
	STAFF	DOLLARS ($000)
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increases and related benefits		—
2. Annualization of pay raises		10
3. Annualization of pay raises (Foreign)		—
4. Accident Compensation		—
5. One day extra		—
6. Lift the pay cap		—
7. Annualization of unfinanced positions		—
8. Partial funding of 1/91 pay raise		4
B. Price Level Changes		
1. Travel cost increases		—
2. Rent & postage increase		—
3. Printing cost increase		—
4. ADP timesharing price increase		—
5. Misc. services increase		—
6. Training-tuition increase		—
7. Supplies cost increase		—
8. Equipment cost increase		—
C. Program Increases		
1. Staff level increase		—
2. Other program increase		
a. Travel		—
b. Transportation of things		—
c. Rent, Communication & Util.		—
d. Printing & Reproduction		—
e. Other Services		—
f. Supplies & materials		—
g. Equipment		5,402
h. Other personnel compensation		—
D. Program Decreases		
1. Equipment (Non-recurring)	-	898
II. Net Increase/Decrease Requested	+	4 518
III. Total Appropriation Request, 1990		7,086

LIBRARY OF CONGRESS
Furniture and Furnishings

Program and Financing (in thousands of dollars)

Identification code 03-0146-0-1-503		1989 actual	1990 est	1991 est
	Program by activities:			
00.01	Repair and replacement furniture and furnishings	1,876	2,568	1,695
00.02	New furniture and furnishings	468		3,969
00.03	Jefferson and Adams Buildings, furniture and furnishings	1,546	4,000	4,320
10.00	Total obligations	3,890	6,568	9,984
	Financing:			
21.40	Unobligated balance available, start of year	−7,445	−6,898	−2,898
24.40	Unobligated balance available, end of year	6,898	2,898	
25.00	Unobligated balance lapsing	38		
39.00	**Budget authority**	3,381	2,568	7,086
	Budget authority:			
40.00	Appropriation	3,381	2,579	7,086
40.00	Reduction pursuant to P.L. 101-164		−11	
43.00	**Appropriation (adjusted)**	3,381	2,568	7,086
	Relation of obligations to outlays:			
71.00	Obligations incurred, net	3,890	6,568	9,984
72.40	Obligated balance, start of year	800	2,706	2,102
74.40	Obligated balance, end of year	−2,706	−2,102	−3,195
90.00	Outlays	1,985	7,172	8,891

This activity provides for the purchase and repair of furniture, furnishings, and equipment to support Library operations.

Object Classification (in thousands of dollars)

Identification code 03-0146-0-1-503		1989 actual	1990 est	1991 est
11.3	Personnel compensation: Other than full-time permanent	231	225	237
12.1	Civilian personnel benefits	33	34	36
	Equipment:			
31.0	Partitions	118	75	100
31.0	Annual furniture and equipment	314	354	1,239
31.0	Nonrecurring equipment	1,513	1,665	3,709
31.0	Furniture and equipment for overseas offices	4	5	53
31.0	Typewriters	71	60	60
31.0	Furnishings in Jefferson and Adams Buildings	1,522	4,000	4,320
31.0	Replacement carpet	84	150	150
99.9	Total obligations	3,890	6,568	9,984

Personnel Summary

Total compensable workyears: Full-time equivalent employment	7	7	7

LIBRARY OF CONGRESS
FURNITURE AND FURNISHINGS

Justification of Increases and Decreases

	FY 1990		FY 1991		Increase	
	No.	Amount	No.	Amount	No.	Amount

4. Restoration and Renovation

Growing Workload ..... +$1,422,000

The Library is requesting $1,422,000 for furniture and furnishings for the renovation restoration project. This amount includes $972,000 intended for the purpose of purchasing furniture and equipment for Phase II construction space. An additional $450,000 is necessary for special purpose furniture and equipment to outfit the specially designed colonnades.

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LIBRARY OF CONGRESS
FURNITURE AND FURNISHINGS

Additional Information

	FY1990 Budget	FY1990 Base Budget	FY1991 Estimate	1991 Increase		
				Mandatory	Growing Workload	TOTAL
3149 Typewriters	60,000	60,000	80,000	0	0	0
3150 Annual Furniture	343,300	343,300	1,228,200	0	884,900	884,900
3151 Workstations	53,300	53,300	337,800	0	284,500	284,500
3171 Annual Partitions	75,000	75,000	100,000	0	25,000	25,000
3180 Madison Furniture	350,000	350,000	350,000	0		0
3183 Telephone Equipment (a)	350,400	350,400	575,000	0	224,600	224,600
3152 Telephone Equipment (b)	24,000	24,000	24,000	0		0
3183 Carpeting	150,000	150,000	150,000	0		0
3190 P&E - Overseas Offices	5,000	5,000	52,800	0	47,800	47,800
Subtotal, Annual Items	1,411,000	1,411,000	2,877,800	0	1,466,800	1,466,800
3155 Catalog Card Cases	30,800	0	31,000	0	31,000	31,000
3156 Map Cabinets	93,800	0	99,700	0	99,700	99,700
3157 Filing Equipment	112,400	0	88,200	0	88,200	88,200
3158 Bookcase and Shelf Sections	0,000	0	38,700	0	38,700	38,700
3159 Book, Basket & Map Trucks	54,700	0	51,800	0	51,800	51,800
3160 Microfilm Equipment	172,300	0	388,100	0	388,100	388,100
3161 Audio Visual Equipment	33,100	0	131,800	0	131,800	131,800
3162 Exhibit Equipment	13,100	0	0	0	0	0
3163 Security Equipment	0	0	338,000	0	338,000	338,000
3164 Lockers	0	0	9,500	0	9,500	9,500
3165 Maintenance Equipment	0	0	12,900	0	12,900	12,900
3166 Materials Handling Equipment	0	0	1,100	0	1,100	1,100
3170 R/B/RS (Public Service)	148,800	0	122,400	0	122,400	122,400
R/B/RS (Quality Control)	0	0	273,600	0	273,600	273,600
3179 Equipment and Office Machines	227,000	0	480,400	0	480,400	480,400
---- Telephone Cable	0	0	450,000	0	450,000	450,000
Subtotal, Non-Recurring Equipment	898,000	0	2,513,200	0	2,513,200	2,513,200
Subtotal, P&P-Regular	2,309,000	1,411,000	5,391,000	0	3,980,000	3,980,000
P&P Salaries and Benefits	250,000	250,000	273,000	14,000	0	14,000
Total, P&P (one year)	2,568,000	1,670,000	5,664,000	14,000	3,980,000	3,994,000
P&P Restoration & Renovation (no year)	0	0	1,422,000	0	1,422,000	1,422,000
TOTAL, Furniture and Furnishings	2,568,000	1,670,000	7,086,000	14,000	5,402,000	5,416,000

Schedule A

Library of Congress
Furniture and Furnishings
By Organization and By Object Class
FY1991

Categories	FY 89 Actual STAFF	FY 89 Actual DOLLARS ($000)	FY 90 Estimate STAFF	FY 90 Estimate DOLLARS ($000)	FY 91 Estimate STAFF	FY 91 Estimate DOLLARS ($000)	Net Change 90/91 STAFF	Net Change 90/91 DOLLARS ($000)
1. Breakdown by Organizations:								
Management Services		$ 3,890		$ 2,568		$ 7,086		$+ 4,518
Total		3,890		2,568		7,086		+ 4,518
2. Breakdown by Object Class:								
11 Personnel Compensation		231		225		237		+ 12
12 Personnel Benefits		33		34		36		+ 2
13 Benefits to Former Personnel		---		---		---		---
21 Travel		---		---		---		---
22 Transportation of Things		---		---		---		---
23 Rent, Communication & Util.		---		---		---		---
24 Printing & Reproduction		---		---		---		---
25 Other Services		---		---		---		---
26 Supplies & Materials		---		---		---		---
31 Equipment		3,650		2,309		6,813		+ 4,504
42 Insurance Claims & Indem.		---		---		---		---
Total		3,890		2,568		7,086		+ 4,518

Schedule B

Library of Congress
Furniture and Furnishings
Analysis of Change
By Organization and By Object Class
FY1991

Categories	MANDATORY CHANGES STAFF	MANDATORY CHANGES DOLLARS ($000)	PRICE LEVEL CHANGES STAFF	PRICE LEVEL CHANGES DOLLARS ($000)	PROGRAM CHANGES: STAFF LEVEL INCREASES STAFF	STAFF LEVEL INCREASES DOLLARS ($000)	PROGRAM CHANGES: OTHER [4] INCREASES STAFF	OTHER [4] INCREASES DOLLARS ($000)	PROGRAM DECREASES STAFF	PROGRAM DECREASES ($000)	NET CHANGE STAFF	NET CHANGE ($000)
1. Breakdown by Organizations:												
Management Services		$ 14		$ ---		$ ---		$ 5,402		$- 898		$+ 4,518
Total		14		---		---		5,402		- 898		+ 4,518
2. Breakdown by Object Class:												
11 Personnel Compensation		12		---		---		---		---		12
12 Personnel Benefits		2		---		---		---		---		2
13 Benefits to Former Personnel		---		---		---		---		---		---
21 Travel		---		---		---		---		---		---
22 Transportation of Things		---		---		---		---		---		---
23 Rent, Communication & Util.		---		---		---		---		---		---
24 Printing & Reproduction		---		---		---		---		---		---
25 Other Services		---		---		---		---		---		---
26 Supplies & Materials		---		---		---		---		---		---
31 Equipment		---		---		---		5,402		- 898		+ 4,504
42 Insurance Claims & Indem.		---		---		---		---		---		---
Total		14		---		---		5,402		- 898		+ 4,518

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Attendance at Meetings

It is requested that the following language of the Administrative Provisions in the Legislative Branch Appropriation Act, 1990 be deleted in the 1991 Act:

"Appropriations in this Act available to the Library of Congress shall be available, in an amount not to exceed $145,390, of which $46,200 is for the Congressional Research Service, when specifically authorized by the Librarian, for expenses of attendance at meetings concerned with the function or activity for which the appropriation is made."

A specific dollar limitation has continued in the Administrative Provisions of the annual Legislative Branch Appropriation Act since 1972. Library administration has found it increasingly difficult to carry out the assigned functions within the limitation which applies to all funds appropriated to the Library. The Library's Management and Planning (MAP) Committee also found that professional training was inadequate and recommended that staff development be institutionalized as a Library value. In order to administer a viable staff development program, it is imperative that our staff attend membership meetings where the latest developments are being discussed. As shown below, the limitation significantly limits our staff development capabilities.

For fiscal 1990, the Library's allocated limitation ceiling to each appropriation is as follows:

Appropriation	Attendance at Meetings	Number of Professional Employees in Positions GS-9 and Above	Funds Available per Professional Staff Member
Salaries and Expenses, Library of Congress	$ 84,010	1,882	$44.64
Copyright Office	10,280	260	39.54
Congressional Research Service	46,200	616	75.00
Books for the Blind and Physically Handicapped	4,900	69	71.01
Total	$145,390	2,827	$51.43

The average cost for one staff member to attend a meeting is approximately $513.00 which means that the Library will be able to have 283 employees participate in professional meetings. This represents about 10 percent of the professional staff. In fact, less than 10 percent of the staff participate in meetings because of the necessity for some members to attend more than one meeting a year.

A further difficulty we have with administration of the limitation is the need to define meeting. In an effort to cope with this problem, the Library has established two categories of travel: (1) regular travel and (2) attendance at meetings travel. Unfortunately this distinction is often difficult to make, and results in confusion, arbitrary classification, and distinctions without significant differences. We classify "attendance at meetings" travel when it is for employee training and self-development at a membership meeting of an association. We also consider workshops, seminars, and symposia sponsored or co-sponsored by an association, as "attendance at meetings" travel. Much of this travel is for educational purposes. We classify travel as "regular travel" when transacting specific Library business and employee training not carried on at a membership meeting of an association. Thus, the sponsorship becomes the key determinate and not the priority or the purpose in determining whether a specific trip within the restriction and classified as attendance at meetings. For example, the travel expenses for attending a workshop sponsored by the American Society for Public Administration would be classified as "attendance at meetings" whereas the travel expenses for a similar workshop sponsored by the Office of Personnel Management or a university would be charged to "regular travel." On occasion, Members of Congress will ask the Congressional Research Service to send a member of the CRS staff to represent them at meetings in which it is clearly in the interest of the Congress and the Library to be represented. The circumstance of whether the meeting is sponsored by a membership association and hence attendance at meeting travel or a university which by our guidelines is regular travel may determine whether the Library has the funds available to send a representative.

Chapter 41 of the U.S. Code authorizes Federal agencies, including the Library of Congress, to use appropriated funds for purposes of training by attending meetings.

5 U.S.C. 4110 Expenses of attendance at meetings

"Appropriations available to an agency for travel are available for expense at meetings which are concerned with the functions or activities for which the appropriation is made or which will contribute to improved conduct, supervision, or management of the functions or activities."

However, the language of our Administrative Provisions requires the Library to classify all training conducted at meetings within the dollar limitation of Administrative Provisions of the Legislative Branch Appropriation Act.

In many instances professional societies have undertaken staff training and development responsibilities formerly discharged only by universities and they have joined with Federal organizations and groups and with universities in sponsoring many programs. Furthermore, partly because of faster and more convenient transportation systems, the assemblies themselves are more widely attended and have become the most effective meeting grounds for experts in particular topics to exchange information or to develop cooperative programs of national benefit. Library professionals who must meet continuing professional education (CPE) requirements to maintain their credentials are also inhibited by this restriction, since most annual membership meetings contain CPE training and they cannot always avail themselves of this opportunity due to the limitation. The "attendance at meetings" limitation within the Administrative Provisions of the Legislative Branch Appropriation Act imposes an undue burden on the Library and restricts and interferes with the orderly processes of administrating a balanced program, including the staff training and development needed to carry out effectively the business of the Library.

For the reasons cited above, we urgently request that this provision be removed from the fiscal 1991 Act. At the same time, the Library is mindful of the concerns of Congress regarding unnecessary attendance at meetings. The Library assures the Congress that requests for attendance at meetings will be fully justified and monitored. To demonstrate our commitment to this point and our feeling that this limitation should be eliminated, the Librarian will personally review and approve all requests for attendance at major membership meetings (i.e., American Library Association) following removal of this provision.

Representation and Reception Expenses

The Library of Congress is requesting an increase of $7,500 in the amount for representation and reception expenses for the Library of Congress Incentive Awards Program. Concurrent with and in support of the Library's Management and Planning Committee (MAP) report on the communication of the seven values to the staff of the Library of Congress, this increase serves to emphasize and enhance the Library's commitment to its employees and their recognized contribution to quality and service. In particular, this increase benefits the staff in the areas of morale, job satisfaction, recognition by management, and personal accomplishment. Ultimately, the Library of Congress and the clients it serves are the recipients of such benefits. Since the MAP report found that more frequent (other than annual) and more personal awards ceremonies would improve employee morale, we further request that the word "annual" be removed from the provision.

LIBRARY OF CONGRESS
SERVICE FEE ACCOUNTS - REVOLVING

General Statement

The Service Fee Accounts (revolving funds) are used to provide photostats, photographs, microfilm and other forms of photoduplication, sound recordings of music and poetry to other Government agencies, libraries, other institutions, and the general public. They are also used to produce publications related to activities supported by various gift and trust funds of the Library for sale to interested parties.

These accounts were originally established by gifts from various donors. The purposes for which the funds were donated include the intention that funds received from the sale of items produced by use of the funds be returned to the fund, thereby establishing their revolving nature.

LIBRARY OF CONGRESS
SERVICE FEE ACCOUNTS - REVOLVING

Program and Financing (in thousands of dollars)

Identification code 03-8208-0-8-503	1989 Actual	1990 Estimate	1991 Estimate
Program by Activities:			
1. Photoduplication Service	3,080	4,261	4,520
2. Recording Laboratory	381	464	478
3. Clapp Publication Fund	173	75	35
4. Motion Picture Fund	61	72	82
5. Traveling Exhibit Fund	9	38	---
6. Toni Frissell Fund	---	---	2
7. Cafritz Exhibit Fund	1	---	---
8. Constance McLaughlin Green Fund	251	393	310
9. Elizabeth Hamer Kegan Fund	41	33	32
10. Da Capo Fund	115	49	33
11. Mary Pickford Fund	---	1	---
12. Boorstin Fund	4	37	37
10.00 Total obligations	4,116	5,423	5,529
Financing:			
21.40 Unobligated balance available, start of year	-3,320	-3,661	-3,286
24.40 Unobligated balance available, end of year	3,661	3,286	3,135
60.00 Budget authority (appropriation) (permanent, indefinite)	4,457	5,048	5,378
Relation of obligations to outlays:			
71.00 Obligations incurred, net	4,116	5,423	5,529
72.40 Obligated balance, start of year	879	365	734
74.40 Obligated balance, end of year	-365	-734	-389
90.00 Outlays	4,630	5,054	5,874

LIBRARY OF CONGRESS
SERVICE FEE ACCOUNTS - REVOLVING

Object Classification (in thousands of dollars)

Identification code 03-8208-0-8-503		1989 Actual	1990 Estimate	1991 Estimate
Personnel compensation:				
11.1	Full-time permanent positions	1,928	2,744	2,862
11.5	Other personnel compensation	49	68	76
11.8	Special personal services payments	---	---	---
11.9	Total personnel compensation	1,977	2,812	2,938
12.1	Personnel benefits: Civilian	348	434	486
13.5	Benefits to former personnel	20	10	10
21.0	Travel and transportation of persons	20	17	16
22.0	Transportation of things	25	28	18
23.2	Communications, utilities, and other rent	473	465	499
24.0	Printing and reproduction	147	122	91
25.0	Other services	331	292	252
26.0	Supplies and materials	691	1,147	1,133
31.0	Equipment	49	66	56
44.0	Refunds	35	30	30
99.9	Total obligations	4,116	5,423	5,529

Personnel Summary

Total number of full-time permanent positions	130	130	130
Total compensable workyears:			
Full-time equivalent employment	130	130	130
Full-time equivalent of overtime and holiday hours	2	2	2

LIBRARY OF CONGRESS
SERVICE FEE ACCOUNTS - REVOLVING

Revenue and Expense (in thousands of dollars)

Operating income or loss(-):	1989 Actual	1990 Estimate	1991 Estimate
Photoduplication Service			
Revenue	3,180	4,000	4,400
Expense	3,080	4,261	4,520
Net operating income or loss (-), Photoduplication Service	100	-261	-120
Recording Laboratory			
Revenue	515	450	475
Expense	381	464	478
Net operating income or loss (-), Recording Laboratory	134	-14	-3
Clapp Publication Fund			
Revenue	155	35	35
Expense	173	75	35
Net operating income or loss (-), Clapp Publication Fund	-18	-40	---
Motion Picture Fund			
Revenue	53	75	80
Expense	61	72	82
Net operating income or loss (-), Motion Picture Fund	-8	3	-2

LIBRARY OF CONGRESS
SERVICE FEE ACCOUNTS - REVOLVING

Revenue and Expense (in thousands of dollars)

	1989 Actual	1990 Estimate	1991 Estimate
Operating income or loss(-):			
Traveling Exhibit Fund			
Revenue	4	2	2
Expense	9	38	---
Net operating income or loss (-), Traveling Exhibit Fund	-5	-36	2
Toni Frissell Fund			
Revenue	---	1	1
Expense	---	---	2
Net operating income or loss (-), Toni Frissell Fund	---	1	-1
Cafritz Exhibit Fund			
Revenue	4	---	---
Expense	1	---	---
Net operating income or loss (-), Cafritz Exhibit Fund	3	---	---
Constance McLaughlin Green Fund			
Revenue	355	400	300
Expense	251	393	310
Net operating income or loss (-), Constance McLaughlin Green Fund	104	7	-10

LIBRARY OF CONGRESS
Service Fee Accounts

Gift and Trust Fund Accounts

Program and Financing (in thousands of dollars)

Identification code 03-9971-0-7-503	1989 actual	1990 est.	1991 est.
Program by activities:			
00.01 Acquisition of library materials	1,109	1,188	1,008
00.02 Reader and reference services	5,066	6,352	5,707
00.03 Organization and control of the collections	563	1,042	577
00.04 Public programs	1,774	1,690	632
10.00 Total obligations	8,512	10,272	8,015
Financing:			
Unobligated balance available, start of year:			
21.40 Treasury balance	−13,451	−12,561	−10,388
21.41 U.S. securities: Par value	−1,340	−2,835	−3,070
Unobligated balance available, end of year:			
24.40 Treasury balance	12,561	10,388	11,770
24.41 U.S. securities: Par value	2,835	3,070	1,340
60.00 Budget authority (appropriation) (permanent, indefinite)	9,116	8,334	7,667
Relation of obligations to outlays:			
71.00 Obligations incurred, net	8,512	10,272	8,015
72.40 Obligated balance, start of year	1,898	1,568	2,262
74.40 Obligated balance, end of year	−1,568	−2,262	−1,763
90.00 Outlays	8,842	9,578	8,514
Distribution of budget authority by account:			
Payment of interest on bequest of Gertrude M. Hubbard	2	2	2
Interest on Treasury investment account	103	112	114
Library of Congress trust fund income from investment account	678	515	544
Library of Congress gift fund	3,470	2,661	1,629
Service fees	4,807	5,044	5,378
Distribution of outlays by account:			
Payment of interest on bequest of Gertrude M. Hubbard	6	2	
Interest on Treasury investment account	99	288	121
Library of Congress trust fund income from investment account	552	519	519
Library of Congress gift fund	3,552	3,779	2,000
Service fees	4,633	5,050	5,674

Object Classification (in thousands of dollars)

Identification code 03-9971-0-7-503	1989 actual	1990 est.	1991 est.
Personnel compensation:			
11.1 Full-time permanent	3,078	3,409	3,377
11.3 Other than full-time permanent		1	1
11.5 Other personnel compensation	173	210	135
11.9 Total personnel compensation	3,251	3,620	3,513
12.1 Civilian personnel benefits	549	549	569
13.0 Benefits for former personnel	20	10	16
21.0 Travel and transportation of persons	192	279	197
22.0 Transportation of things	16	95	73
23.3 Communications, utilities, and miscellaneous charges	534	588	632
24.0 Printing and reproduction	378	807	163
25.0 Other services	1,437	1,683	748
26.0 Supplies and materials	1,159	1,572	1,201
31.0 Equipment	684	973	832
41.0 Grants, subsidies, and contributions	57	36	40
44.0 Refunds	44	60	31
93.9 Total obligations	8,512	10,272	8,015

Personnel Summary

Total number of full-time permanent positions	146	146	146
Total compensable workyears:			
Full-time equivalent employment	146	146	146
Full-time equivalent of overtime and holiday hours	6	6	6

U.S. GOVERNMENT PRINTING OFFICE

APPROPRIATIONS HEARINGS

FISCAL YEAR 1991

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U.S. GOVERNMENT PRINTING OFFICE

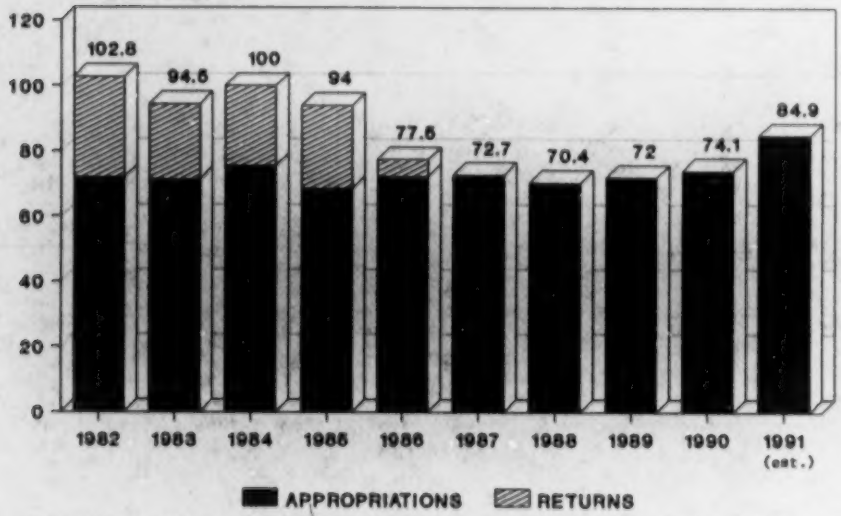
SUMMARY OF APPROPRIATIONS ESTIMATES

Appropriation	Fiscal Year 1990 Requested	Fiscal Year 1990 Approved	Fiscal Year 1991 Requirements
Congressional Printing and Binding	$ 84,900,000	$77,830,000	$ 84,900,000
Sequester (Pub. L. 99-177)	---	(1,044,000)	---
Restriction (Pub. L. 101-163)	---	(2,302,000)	---
Reduction (Pub. L. 101-164)	---	(335,000)	---
Subtotal	84,900,000	74,149,000	84,900,000
Superintendent of Documents, Salaries and Expenses	25,500,000	17,188,000	27,900,000
Reappropriation	---	3,000,000	---
Transfers from Revolving Fund	---	7,890,000	---
Sequester (Pub. L. 99-177)	---	(196,000)	---
Restriction (Pub. L. 101-163)	---	(3,578,000)	---
Reduction (Pub. L. 101-164)	---	(87,000)	---
Subtotal	25,500,000	24,214,000	27,900,000
TOTAL	110,400,000	98,363,000	112,800,000

Note: Funding for the Bound Congressional Record has not been included in the approved FY 90 appropriations; however, it is included in the FY 91 estimates. GPO has been directed to work on the 1986, 1987, 1988, 1989, and 1990 Bound Records, when necessary, using available funds.

CONGRESSIONAL PRINTING AND BINDING APPROPRIATIONS AND RETURNS TO TREASURY

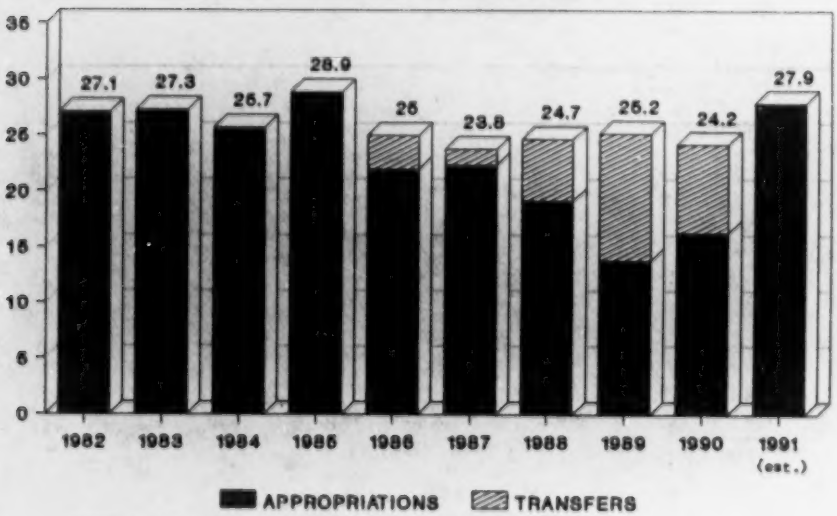
DOLLARS IN MILLIONS



NOTE: For comparison purposes the Congressional Printing and Binding and the Printing and Binding Appropriations for fiscal years 1982 through 1987 are combined.

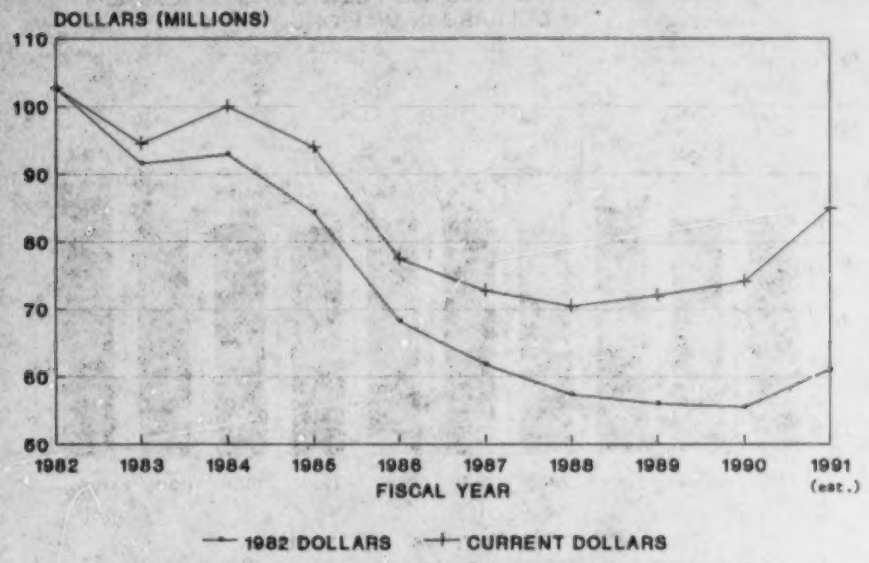
SALARIES AND EXPENSES APPROPRIATIONS AND TRANSFERS

DOLLARS IN MILLIONS



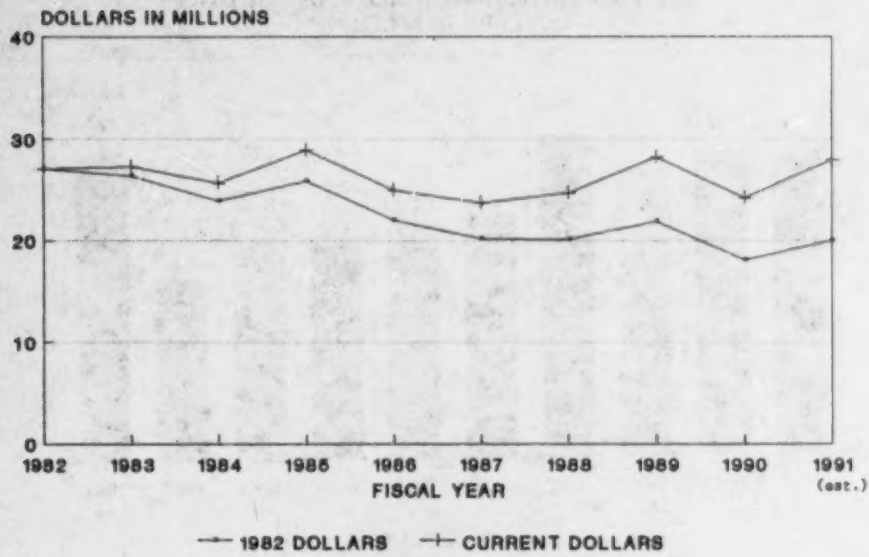
NOTE: Includes funds transferred from the GPO Revolving Fund

CONGRESSIONAL PRINTING AND BINDING
COMBINED



Note: For comparison purposes the Congressional Printing and Binding and the Printing and Binding Appropriations for fiscal years 1982 through 1987 are combined.

SALARIES AND EXPENSES
APPROPRIATIONS AND TRANSFERS



Note: Includes funds transferred from the GPO Revolving Fund

GOVERNMENT PRINTING OFFICE

CONGRESSIONAL PRINTING AND BINDING APPROPRIATION

For authorized printing and binding for the Congress; for printing and binding for the Architect of the Capitol; expenses necessary for preparing the semimonthly and session index to the Congressional Record, as authorized by law (44 U.S.C. 902); printing and binding of Government publications authorized by law to be distributed to Members of Congress; and for printing, binding, and distribution of Government publications authorized by law to be distributed without charge to the recipient, [$77,830,000] $84,900,000: Provided, That funds remaining from the unexpended balances from obligations made under prior year appropriations for this account shall be available for the purposes of the printing and binding account for the same fiscal year: Provided further, That this appropriation shall not be available for printing and binding part 2 of the annual report of the Secretary of Agriculture (known as the Yearbook of Agriculture) nor for copies of the permanent edition of the Congressional Record for individual Representatives, Resident Commissioners or Delegates authorized under 44 U.S.C. 906: Provided further, That, to the extent that funds remain from the unexpended balance of fiscal year 1984 funds obligated for the printing and binding costs of publications produced for the Bicentennial of the Congress, such remaining funds shall be available for the current year printing and binding cost of publications produced for the Bicentennial: Provided further, That this appropriation shall be available for the payment of obligations incurred under the appropriations for similar purposes for preceding fiscal years. (Congressional Operations Appropriations Act, 1990.)

SUMMARY OF APPROPRIATION ESTIMATES
CONGRESSIONAL PRINTING AND BINDING
FISCAL YEAR 1991

The estimates for Congressional Printing and Binding are to provide funds with which to pay for the cost of printing and binding required for the use of Congress; and for printing, binding, and distribution of Government publications authorized by law to be distributed without charge to the recipient.

The total amount requested for Congressional Printing and Binding for fiscal year 1991 is $84.9 million. The requirements for the Congressional Printing and Binding Appropriation for fiscal year 1991 are described below by category.

A. Congressional Record Program. The proceedings of the Senate and House of Representatives are printed in the Congressional Record. Approximately 21,000 copies are printed daily of which about 14,500 copies are charged to the Congressional Printing and Binding Appropriation. About 6,100 of these copies are distributed for congressional use as provided under 44 U.S.C. 906, while the remaining 8,400 copies are distributed without charge to correspondents, ex-Members, agencies, judges, and recipients designated by Members of Congress. The 6,500 copies which are not charged to the Congressional Printing and Binding Appropriation, are delivered and charged to Government departments on requisitions and to the Superintendent of Documents for sale to subscribers. After the close of each session the daily proceedings are consolidated, indexed, and about 1,050 sets are printed as the bound edition of the Record. About 155 of these sets are for congressional use, while another 145 sets are distributed to departments and recipients other than Congress by law and charged to the Congressional Printing and Binding Appropriation. The remaining 750 sets are for public sale, departments, and depository libraries and are charged to the recipient as provided by law. In addition to the printed sets, there are approximately 850 sets of the bound edition that are produced for distribution to the International Exchange and Depository Library Programs and which are paid for from the Office of the Superintendent of Documents, Salaries and Expenses Appropriation. An estimated 37,000 pages will be required in fiscal year 1991 and the cost will be approximately $19.4 million. This request includes funding for the Bound Record.

B. Miscellaneous publications. This item includes printed matter such as the Congressional Directory, Senate and House Journals, memorial addresses of Members, nominations, United States Code and supplements, serial sets, and publications not carrying a document or report number, such as laws, treaties, and similar publications. An estimated $4.2 million will be required in fiscal year 1991 for approximately 52,000 pages.

C. Miscellaneous printing and binding. This item includes letterheads, envelopes, blank paper, wall calendars, miscellaneous services, blank forms, and binding for both Houses. The estimate for fiscal year 1991 is $13.5 million for 198 million units.

D. Details to Congress. This item includes the cost for GPO employees detailed to Congress. The estimated cost for fiscal year 1991 is $4.8 million for 138,000 hours.

E. Document envelopes and document franks. Document envelopes are furnished to Senators and Representatives for the mailing of speeches and documents. Franks are printed individually or in sheets with perforations and are furnished to Members for the mailing of documents. An estimated $1.4 million will be needed in fiscal year 1991 for approximately 38 million envelopes at a cost of $1.3 million and 3.5 million franks at a cost of $119,000.

F. Business and committee calendars. This heading covers the printing of all House and Senate business and committee calendars, which list the actions on pending and completed legislation. An estimated $1.8 million will be required in fiscal year 1991 for approximately 27,000 pages.

G. Bills, resolutions, and amendments. This heading covers the printing of bills, resolutions, and amendments in all forms, including the prints as introduced, referred, reported, and finally passed. The estimate for fiscal year 1991 is $9.9 million for approximately 110,000 pages.

H. Committee reports. This item covers printed reports of congressional committees on pending legislation which carry a congressional number. An estimated $2.8 million will be needed for about 35,000 pages in fiscal year 1991.

I. Documents. This heading includes all classes of Senate and House documents ordered printed by Congress which carry a congressional number, such as annual reports, engineers' reports, special reports made by Government departments in response to resolutions, supplemental and deficiency estimates of appropriations, etc. The estimate for fiscal year 1991 is $1.7 million for about 32,000 pages.

J. Hearings. This item covers all hearings before congressional committees. The estimate for fiscal year 1991 is $19.3 million for approximately 508,000 pages.

K. Committee prints. This item includes publications printed for the internal use of committees on pending legislation. The estimate for fiscal year 1991 is $3.2 million for 63,000 pages.

L. Preceding fiscal years' obligations. This item covers printing and binding ordered in preceding fiscal years which exceeded available funding. The estimate for FY 1991 is $3.0 million.

CONGRESSIONAL PRINTING AND BINDING APPROPRIATION
ESTIMATED REQUIREMENTS BY CATEGORY
(In thousands)

	Category	1989	1990	1991
A.	Congressional Record Program	$16,332	$19,710	$19,365
A.	Bound Record	4,300	4,070	4,025
A.	Daily Record	9,840	13,400	12,580
A.	Record Index	968	945	1,104
A.	Record Indexers	1,224	1,295	1,656
B.	Miscellaneous publications 1/	5,624	3,550	4,160
C.	Miscellaneous printing and binding 2/	12,896	11,844	13,464
D.	Details to Congress	4,032	3,770	4,830
E.	Document envelopes	1,254	1,178	1,330
E.	Document franks	102	99	119
F.	Business and committee calendars	1,664	1,740	1,782
G.	Bills, resolutions, and amendments	9,632	8,610	9,900
H.	Committee reports	2,541	3,000	2,800
I.	Documents	1,431	1,450	1,696
J.	Hearings	18,092	15,936	19,304
K.	Committee prints	2,700	2,332	3,150
L.	Preceding fiscal years' obligations	---	5,000	3,000
	Subtotal	76,300	78,219	84,900
	Deferred Bound Records	(4,300)	(4,070)	---
	Total	$72,000	$74,149	$84,900

ESTIMATED COST PER UNIT BY CATEGORY

	Category	Unit	1989	1990	1991
A.	Congressional Record Program	Daily Record page	$544.00	$493.00	$523.00
A.	Bound Record	Page	110.00	110.00	115.00
A.	Daily Record	...do	328.00	335.00	340.00
A.	Record Index	...do	220.00	225.00	240.00
A.	Record Indexers	Hours	34.00	35.00	46.00
B.	Miscellaneous publications 1/	Page	74.00	71.00	80.00
C.	Misc. printing and binding 2/	1,000 items	65.00	63.00	68.00
D.	Details to Congress	Hours	28.00	29.00	35.00
E.	Document envelopes	1,000 items	33.00	31.00	35.00
E.	Document franks	...do	34.00	33.00	34.00
F.	Business and comm. calendars	Page	64.00	60.00	66.00
G.	Bills, resolutions, & amdts	...do	86.00	82.00	90.00
H.	Committee reports	...do	77.00	75.00	80.00
I.	Documents	...do	53.00	50.00	53.00
J.	Hearings	...do	34.00	32.00	38.00
K.	Committee prints	...do	45.00	44.00	50.00

1/ This category includes printed matter, such as the Congressional Directory, Senate and House Journals, memorial addresses, nominations, U.S. code, serial sets, etc.
2/ This category includes letterheads, envelopes, blank paper, wall calendars, miscellaneous services, blank forms, and binding for both Houses.

LIBRARY OF CONGRESS
SERVICE FEE ACCOUNTS - REVOLVING

Revenue and Expense (in thousands of dollars)

	1989 Actual	1990 Estimate	1991 Estimate
Operating income or loss(-):			
Elizabeth Hamer Kegan Fund			
Revenue	40	30	30
Expense	41	33	32
Net operating income or loss (-), Elizabeth Hamer Kegan Fund	-1	-3	-2
Da Capo Fund			
Revenue	122	30	30
Expense	115	49	33
Net operating income or loss (-), Da Capo Fund	7	-19	-3
Mary Pickford Fund			
Revenue	---	---	---
Expense	---	1	---
Net operating income or loss (-), Mary Pickford Fund	---	-1	---
Boorstin Fund			
Revenue	29	25	25
Expense	4	37	37
Net operating income or loss (-), Boorstin Fund	25	-12	-12

Schedule A Congressional Printing And Binding Appropriation
By Object Class
(In thousands)

Object Class	1989 Actual	1990 Estimate	1991 Estimate	Net Change 90/91
24 Printing & Reproduction	$72,000	$74,149	$84,900	$10,751

Schedule B Congressional Printing And Binding Appropriation
Analysis Of Change to Budget Base
(In thousands)

Object Class	Price Level Changes	Program Type Changes	Total Changes
24 Printing & Reproduction	$7,830	$2,921	$10,751

Schedule C Congressional Printing And Binding Appropriation
Detailed Analysis Of Change

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
Available Resources, 1990	---	74,149
	1991 REQUEST	
I. Adjustments To Base	STAFF	AMOUNT ($000)
A. Price Level Changes (Rates)		7,830
1. Daily Congressional Record (+1%)	---	185
2. Congressional Record Index (+7%)	---	69
3. Congressional Record Indexers (+31%)	---	396
4. Miscellaneous Publications (+13%)	---	468
5. Miscellaneous Printing & Binding (+8%)	---	990
6. Details To Congress (+21%)	---	828
7. Documents Envelopes (+13%)	---	152
8. Document Franks (+3%)	---	3
9. Business & Committee Calendars (+10%)	---	162
10. Bills, Res., & Amdts. (+10%)	---	880
11. Committee Reports (+7%)	---	175
12. Documents (+6%)	---	96
13. Hearings (+19%)	---	3,048
14. Committee Prints (+14%)	---	378
B. Program Type Changes		
1. Workload (Volume)	---	2,921
a. Bound Congressional Record	---	4,025
b. Daily Congressional Record	---	(1,005)
c. Congressional Record Index	---	90
d. Congressional Record Indexers	---	(35)
e. Miscellaneous Publications	---	142
f. Miscellaneous Printing & Binding	---	630
g. Details to Congress	---	232
h. Document Franks	---	17
i. Business and Committee Calenders	---	(120)
j. Bills, Resolutions, & Amendments	---	410
k. Committee Reports	---	(375)
l. Documents	---	150
m. Hearings	---	320
n. Committee Prints	---	440
o. Preceding Fiscal Years' Obligations	---	(2,000)
II. Net Increase Requested	---	10,751
III. Total Appropriation Request, 1991	---	84,900

CONGRESSIONAL PRINTING AND BINDING

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C

A. PRICE LEVEL CHANGES (RATES)	Staff	Amount ($000)
1. Daily Congressional Record (+1%) Unit Rate increased over 1990 primarily because FY 1990 rates were reduced as part of mandatory reductions. Rate reflects a $70,000 cost avoidance due to typesetting automation of the Daily Digest.	---	185
2. Congressional Record Index (+7%) Unit Rate increased over 1990 primarily because FY 1990 rates were reduced as part of mandatory reductions.	---	69
3. Congressional Record Indexers (+31%) Unit Rate increased to provide for the recovery of cost of new automation equipment.	---	396
4. Miscellaneous Publications (+13%) Unit Rate increased over 1990 primarily because FY 1990 rates were reduced as part of mandatory reductions.	---	468
5. Miscellaneous Printing & Binding (+8%) Unit Rate increased over 1990 primarily because FY 1990 rates were reduced as part of mandatory reductions.	---	990
6. Details To Congress (+21%) Unit Rate increased to reflect actual cost, including overhead expenses, the rate for FY 1990 is low because rates were reduced as part of mandatory reductions.	---	828
7. Documents Envelopes (+13%) Unit Rate increased over 1990 primarily because FY 1990 rates were reduced as part of mandatory reductions.	---	152
8. Document Franks (+3%) Unit Rate increased over 1990 primarily because FY 1990 rates were reduced as part of mandatory reductions.	---	3
9. Business & Committee Calendars (+10%) Unit Rate increased over 1990 primarily because FY 1990 rates were reduced as part of mandatory reductions.	---	162
10. Bills, Resolutions, & Amendments (+10%) Unit Rate increased over 1990 primarily because FY 1990 rates were reduced as part of mandatory reductions.	---	880

CONGRESSIONAL PRINTING AND BINDING

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C - Continued

A. PRICE LEVEL CHANGES (RATES) - Continued	Staff	Amount ($000)
11. Committee Reports (+7%) Unit Rate increased over 1990 primarily because FY 1990 rates were reduced as part of mandatory reductions.	---	175
12. Documents (+6%) Unit Rate increased over 1990 primarily because FY 1990 rates were reduced as part of mandatory reductions.	---	96
13. Hearings (+19%) Unit Rate increased over 1990 primarily because FY 1990 rates were reduced as part of mandatory reductions.	---	3,048
14. Committee Prints (+14%) Unit Rate increased over 1990 primarily because FY 1990 rates were reduced as part of mandatory reductions.	---	378
B. PROGRAM TYPE CHANGES		
1. Workload (Volume)		
1a. Bound Congressional Record This request is to provide funding for the 1991 Bound Record. Funding for the Bound Records has been deferred each year since 1986.	---	4,025
1b. Daily Congressional Record This decrease is for a 7.5-percent decrease because the number of pages usually decrease in the first session of Congress.	---	(1,005)
1c. Congressional Record Index This 10-percent increase in the estimated number of pages is due to automation of the indexing process which allows for the listing of more items.	---	90
1d. Congressional Record Indexers This 3-percent decrease represents a reduction in hours made possible through automation.	---	(35)
1e. Miscellaneous Publications This 4-percent increase is primarily due to the printing of the Congressional Directory and more pages of U.S. Code supplements in FY 1991.	---	142

CONGRESSIONAL PRINTING AND BINDING

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C - Continued

B. PROGRAM TYPE CHANGES - Continued	Staff	Amount ($000)
1. Workload (Volume) - Continued		
1f. Miscellaneous Printing & Binding This 5-percent increase is primarily due to an increase in orders for Blank Paper.	---	630
1g. Details to Congress This 6-percent increase reflects an anticipated restoration to near normal since FY 1990 mandatory reductions..	---	232
1h. Document Franks This 17-percent increase is necessary to allow funding for anticipated orders for document franks for Congress.	---	17
1i. Business & Committee Calendars This 7-percent decrease is because calendars pages usually decrease in the first session of Congress due to the fact that the pages of several calendars are cumulative.	---	(120)
1j. Bills, Resolutions, & Amendments This 5-percent increase reflects the latest trend in printing Bills, etc., for Congress.	---	410
1k. Committee Reports This 13-percent decrease is because the number of pages in this category usually decreases for the first session of Congress.	---	(375)
1l. Documents This 10-percent increase over FY 1990 is necessary to allow funding for anticipated orders for House and Senate documents.	---	150
1m. Hearings This 2-percent increase reflects an increase in the number of pages per hearing.	---	320
1n. Committee Prints This 19-percent increase over FY 1990 is necessary to allow funding for anticipated orders for Committee Prints in 1991.	---	440
1o. Preceding Fiscal Years' Obligations This 60-percent decrease reflects estimates that GPO's Congressional Printing and Binding accounts balances are insufficient to fund all the outstanding obligations through FY 1989.	---	(2,000)

Schedule D Congressional Printing And Binding Appropriation
Summary of Agency Request
FY 1991 Budget Request

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
Available Resources, 1990	---	74,149
Proposed Changes for FY 1991		
Price Level Changes	---	7,830
Program Type Changes		
Workload	---	2,921
Total Proposed Changes	---	10,751
FY 1991 Budget Request	---	84,900

GOVERNMENT PRINTING OFFICE
Congressional Printing and Binding

Program and Financing (in thousands of dollars).

Identification code 04-0203-0-1-801		1989 actual	1990 est	1991 est
	Program by activities:			
10.00	Total obligations (object class 24.0)	72,000	74,149	84,900
	Financing:			
39.00	**Budget authority**	**72,000**	**74,149**	**84,900**
	Budget authority:			
40.00	Appropriation	72,000	77,830	84,900
40.00	Reduction pursuant to P.L. 101-163		−2,302	
40.00	Reduction pursuant to P.L. 101-164		−335	
40.00	Reduction pursuant to P.L. 99-177		−1,044	
43.00	**Appropriation (adjusted)**	**72,000**	**74,149**	**84,900**
	Relation of obligations to outlays:			
71.00	Obligations incurred, net	72,000	74,149	84,900
72.40	Obligated balance, start of year	11,307	13,042	12,605
74.40	Obligated balance, end of year	−13,042	−12,605	−15,680
90.00	Outlays	70,266	74,585	81,825

GOVERNMENT PRINTING OFFICE

OFFICE OF SUPERINTENDENT OF DOCUMENTS

SALARIES AND EXPENSES

[REAPPROPRIATION AND TRANSFERS]

For expenses of the Office of Superintendent of Documents necessary to provide for the cataloging and indexing of Government publications and their distribution to the public, members of Congress, other Government agencies, and designated depository and international exchange libraries as authorized by law, [$24,500,000 of which $4,312,000 representing excess receipts from the sale of publications and receipts from the sale of land authorized by Public Law 100-458 shall be derived from the Government Printing Office revolving fund, and, of which $3,000,000 in unexpended funds representing excess receipts from the sales of publications that were transferred from the revolving fund in fiscal year 1986, shall be derived from the salaries and expenses appropriation M account] $27,900,000: Provided, That travel expenses, including travel expenses of the Depository Library Council to the Public Printer, shall not exceed $117,000. (Legislative Branch Appropriations Act, 1990.)

24-786 O—90——38

SUMMARY OF APPROPRIATION ESTIMATES
SALARIES AND EXPENSES
FISCAL YEAR 1991

The Office of the Superintendent of Documents operates under a separate appropriation which provides funds for: (1) the compilation of catalogs and indexes of Government publications; (2) the mailing for Members of Congress and other Government agencies of certain Government publications, as authorized by law; (3) the distribution of Government publications to designated depository libraries; and (4) the distribution of Government publications to the International Exchange Program. These four functions are related to the publication activity of other agencies and to the demands of the public, Members of Congress, and depository libraries. Consequently, the Office of the Superintendent of Documents can exercise little control over the volume of work which it may be called upon to perform. A description of these four functions follows:

Cataloging and indexing. The Office of the Superintendent of Documents is charged with preparing catalogs and indexes of all publications issued by the Federal Government. The principal publication is the "Monthly Catalog of U.S. Government Publications."

Bylaw Distribution for other Government agencies and Members of Congress. The Office of the Superintendent of Documents maintains mailing lists and mails, at the request of Government agencies and Members of Congress, certain publications specified by public law.

Depository library distribution. As required, Government publications are supplied to libraries which are designated as depositories for Government publications.

International exchange. The Office of the Superintendent of Documents distributes Government publications to foreign governments which agree, as indicated by the Library of Congress, to send to the United States similar publications of their governments for delivery to the Library of Congress.

CONGRESSIONAL PRINTING AND BINDING APPROPRIATION - VOLUME INCREASE OR DECREASE

Category	Unit	1989 Total	Increase/(Decrease) Quantity	Increase/(Decrease) Percent	1990 Total	Increase/(Decrease) Quantity	Increase/(Decrease) Percent	1991 Total
A. Congressional Record Program..	Daily Record page.	30,000	10,000	33.3	40,000	(3,000)	(7.5)	37,000
A. Bound Record.....	Page.....	39,000	(2,000)	(5.1)	37,000	(2,000)	(5.4)	35,000
A. Daily Record.....	...do.....	30,000	10,000	33.3	40,000	(3,000)	(7.5)	37,000
A. Record Index.....	...do.....	4,400	(200)	(4.5)	4,200	400	9.5	4,600
A. Record Indexers.....	Hours.....	36,000	1,000	2.8	37,000	(1,000)	(2.7)	36,000
B. Miscellaneous publications 1/.	Page.....	76,000	(26,000)	(34.2)	50,000	2,000	4.0	52,000
C. Misc. printing and binding 2/.	1,000 items.....	198,000	(10,000)	(5.1)	188,000	10,000	5.3	198,000
D. Details to Congress.....	Hours.....	144,000	(14,000)	(9.7)	130,000	8,000	6.2	138,000
E. Document envelopes.....	1,000 items.....	38,000	---	---	38,000	---	---	38,000
E. Document franks.....	...do.....	3,000	---	---	3,000	500	16.7	3,500
F. Business and comm. calendars..	Page.....	26,000	3,000	11.5	29,000	(2,000)	(6.9)	27,000
G. Bills, resolutions, & amdts...	...do.....	112,000	(7,000)	(6.3)	105,000	5,000	4.8	110,000
H. Committee reports.....	...do.....	33,000	7,000	21.2	40,000	(5,000)	(12.5)	35,000
I. Documents.....	...do.....	27,000	2,000	7.4	29,000	3,000	10.3	32,000
J. Hearings.....	...do.....	532,000	(34,000)	(6.4)	498,000	10,000	2.0	508,000
K. Committee prints.....	...do.....	60,000	(7,000)	(11.7)	53,000	10,000	18.9	63,000

1/ This category includes printed matter, such as the Congressional Directory, Senate and House Journals, memorial addresses, nominations, U.S. code, etc.

2/ This category includes letterheads, envelopes, blank paper, wall calendars, miscellaneous services, blank forms, and binding for both Houses.

Schedule A

Office of Superintendent of Documents
Salaries and Expenses
Summary
By Program and By Object Class

CATEGORIES	FY 89 ACTUAL STAFF	FY 89 ACTUAL DOLLARS ($000)	FY 90 ESTIMATE STAFF	FY 90 ESTIMATE DOLLARS ($000)	FY 91 ESTIMATE STAFF	FY 91 ESTIMATE DOLLARS ($000)	TOTAL CHANGES 90/91 STAFF	TOTAL CHANGES 90/91 DOLLARS ($000)
1. Breakdown by Program:								
By-Law Distribution	12	916	8	881	8	949	---	68
Cataloging and Indexing	38	2,061	37	2,508	37	2,886	---	378
Depository Library Distribution	94	21,744	101	19,905	101	23,197	---	3,292
International Exchange	2	434	4	920	4	868	---	(52)
Budget Authority	146	25,155	150	24,214	150	27,900	---	3,686
2. Breakdown by Object Class:								
11 Personnel Compensation	146	4,233	150	4,538	150	4,619	---	81
12 Personnel Benefits	---	648	---	764	---	778	---	14
21 Travel	---	81	---	98	---	117	---	19
22 Transportation of Things	---	239	---	307	---	319	---	12
23 Rent, Communications, and Utilities	---	2,017	---	2,115	---	2,387	---	272
24 Printing and Reproduction	---	13,880	---	11,746	---	14,814	---	3,068
25 Other Services	---	3,773	---	4,324	---	4,459	---	135
26 Supplies and Materials	---	284	---	322	---	407	---	85
Total	146	25,155	150	24,214	150	27,900	---	3,686

Schedule C

Office of Superintendent of Documents
Salaries and Expenses
Summary
Detailed Analysis of Changes

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
Available Resources, 1990	150	24,214
	1991 REQUEST	
	STAFF	AMOUNT ($000)
I. Adjustments to Base		
A. Mandatory Pay and Related Costs	---	95
1. Annualization of Pay Raises	---	70
2. Within-grade Increases/Promotions	---	15
3. Excess Day Cost for FY 1991	---	10
B. Price Level Changes	---	966
1. Travel & Transportation	---	16
2. Office, Storage Space and Other Rentals	---	42
3. Postage	---	151
4. Depository Printing	---	533
5. Other Printing	---	37
6. Other Contractual Services	---	30
7. Computer Service Charges	---	30
8. Administrative Support Services	---	111
9. Supplies and Materials	---	16
C. Program Type Changes		
1. Legislation	---	---
2. Workload	---	2,625
a. Travel and Transportation	---	15
b. Office, Storage Space and Other Rents	---	(32)
c. Postage	---	111
d. Depository Printing	---	2,258
e. Other Printing	---	240
f. Computer Service Charges	---	(100)
g. Other Contractual Services	---	(102)
h. Advertising	---	83
i. Administrative Support Services	---	83
j. Supplies and Materials	---	69
3. Equipment, Alterations, Repairs, Etc.	---	---
II. Net Increase From 1990 Obligations	---	3,686
III. Total Obligations, 1991	150	27,900

SALARIES AND EXPENSES APPROPRIATION - SUMMARY

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C

A. MANDATORY CHANGES	Staff	Amount ($000)
1. Annualization of Pay Raises Annualized effect of pay raises in FY 1990.	---	70
2. Within-grade Increases/Promotions Payment of within-grade increases and promotions to be granted during FY 1990.	---	15
3. FY 1991 contained an additional workday over FY 1990.	---	10
B. PRICE LEVEL CHANGES		
1. Items 1-9 A 9% price level increase is projected for postage while a 4% increase is projected for all other areas.	---	966
C. PROGRAM TYPE CHANGES		
1. Legislation	---	---
2. Workload		
2a. Travel & Transportation The inspections of depository libraries were reduced by 20% in FY 1990 in order to comply with the FY 1990 mandatory reductions	---	15
2b. Office,Storage Space & Other Rentals The decrease is attributable to a reduction to miscellaneous charges for other rentals.	---	(32)
2c. Postage The increase in postage expense is primarily due to the projected increase in the distribution of Census publications in FY 1991.	---	111
2d. Depository Printing The increase in printing expense is primarily due to the projected increase in the distribution of Census publications in FY 1991.	---	2,258
2e. Other Printing The increase in printing expense is primarily due to the projected increase in the distribution of Census publications for the International Exchange program in FY 1991.	---	240
2f. Computer Service Charges The decrease is due to a slight shift in workload from S & E programs to the Sales program.	---	(100)

SALARIES AND EXPENSES APPROPRIATION - SUMMARY

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C - Continued

C. PROGRAM TYPE CHANGES - Continued	Staff	Amount ($000)
2. Workload - Continued		
2g. Other Contractual Services The decrease is attributable to a projected contract to produce and distribute the microfiche backlog in the International Exchange program during FY 1990.	---	(102)
2h. Advertising This is primarily due to a planned shift in marketing Public Service Announcements from the Sales Program in FY 1990 to the Depository Library Program in FY 1991.	---	83
2i. Administrative Support Services The FY 1990 amount was reduced by $100,000 due to mandatory reductions in FY 1990.	---	83
2j. Supplies and Materials The increase is primarily due to the purchase of additional workstations and partitions for the Cataloging and Depository programs.	---	69
3. Equipment, Alterations, Maintenance, Repairs, Etc	---	---

Schedule D

Office of Superintendent of Documents
Salaries and Expenses
Summary of Request
FY 1991 Budget Request

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
Total 1990 Appropriation	150	24,214
Proposed Changes for FY 1991		
Mandatory Pay and Related Costs	---	95
Price Level Changes	---	966
Program Type Changes		
Legislation	---	---
Workload	---	2,625
Equipment, Alterations, Repairs, etc.	---	---
Total Proposed Changes	---	3,686
FY 1991 Budget Request	150	27,900

Schedule C

Office of Superintendent of Documents
Salaries and Expenses
By-Law Distribution
Detailed Analysis of Changes

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
Available Resources, 1990	8	881
	1991 REQUEST	
	STAFF	AMOUNT ($000)
I. Adjustments to Base		
A. Mandatory Pay and Related Costs	---	6
1. Annualization of Pay Raises	---	5
2. Within-grade Increases/Promotions	---	1
B. Price Level Changes	---	48
1. Office, Storage Space, and Other Rentals	---	42
2. Other Printing	---	1
3. Computer Service Charges	---	---
4. Administrative Support Services	---	4
5. Supplies and Materials	---	1
C. Program Type Changes		
1. Legislation	---	---
2. Workload	---	14
a. Other Printing	---	2
b. Administrative Support Services	---	12
3. Equipment, Alterations, Repairs, Etc.	---	---
II. Net Increase From 1990 Appropriation	---	68
III. Total Appropriation Request, 1991	8	949

Schedule D

Office of Superintendent of Documents
Salaries and Expenses
By-Law Distribution
FY 1991 Budget Request

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
Appropriation, 1990	8	881
Proposed Changes for FY 1991		
Mandatory Pay and Related Costs	---	6
Price Level Changes	---	48
Program Type Changes		
Legislation	---	---
Workload	---	14
Equipment, Alterations, Repairs, etc.	---	---
Total Proposed Changes	---	68
FY 1991 Budget Request	8	949

Schedule B

Office of Superintendent of Documents
Salaries and Expenses
Analysis of Change to Budget Base
By Program and By Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIP., ALTS., MAINT., REPAIRS			
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Program:												
By-Law Distribution	---	5	---	48	---	---	---	14	---	---	---	68
Cataloging and Indexing	---	25	---	52	---	---	---	301	---	---	---	378
Depository Library Distribution	---	63	---	834	---	---	---	2,395	---	---	---	3,292
International Exchange	---	1	---	32	---	---	---	(85)	---	---	---	(52)
Total	---	95	---	966	---	---	---	2,625	---	---	---	3,686
2. Breakdown By Object Class:												
11 Personnel Compensation	---	81	---	---	---	---	---	---	---	---	---	81
12 Personnel Benefits	---	14	---	---	---	---	---	---	---	---	---	14
21 Travel	---	---	---	4	---	---	---	15	---	---	---	19
22 Transportation of Things	---	---	---	12	---	---	---	---	---	---	---	12
23 Rent, Communications, & Utilities	---	---	---	193	---	---	---	79	---	---	---	272
24 Printing and Reproduction	---	---	---	570	---	---	---	2,498	---	---	---	3,068
25 Other Services	---	---	---	171	---	---	---	(36)	---	---	---	135
26 Supplies and Materials	---	---	---	16	---	---	---	69	---	---	---	85
Total	---	95	---	966	---	---	---	2,625	---	---	---	3,686

Schedule A

Office of Superintendent of Documents
Salaries and Expenses
By-Law Distribution
By Object Class

CATEGORIES	FY 89 ACTUAL STAFF	FY 89 ACTUAL DOLLARS ($000)	FY 90 ESTIMATE STAFF	FY 90 ESTIMATE DOLLARS ($000)	FY 91 ESTIMATE STAFF	FY 91 ESTIMATE DOLLARS ($000)	TOTAL CHANGES 90/91 STAFF	TOTAL CHANGES 90/91 DOLLARS ($000)
1. Program:								
By-Law Distribution	12	916	8	881	8	949	---	68
2. Breakdown by Object Class:								
11 Personnel Compensation	12	324	8	223	8	228	---	5
12 Personnel Benefits	---	50	---	34	---	35	---	1
21 Travel	---	---	---	---	---	---	---	---
22 Transportation of Things	---	1	---	5	---	5	---	---
23 Rent, Communications, and Utilities	---	369	---	494	---	536	---	42
24 Printing and Reproduction	---	21	---	18	---	21	---	3
25 Other Services	---	134	---	86	---	102	---	16
26 Supplies and Materials	---	17	---	21	---	22	---	1
Total	12	916	8	881	8	949	---	68

Schedule B

Office of Superintendent of Documents
By-Law Distribution
Analysis of Change to Budget Base
By Program and By Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIP., ALTS., MAINT., REPAIRS			
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Program:												
By-Law Distribution	---	6	---	48	---	---	---	14	---	---	---	68
2. Breakdown By Object Class:												
11 Personnel Compensation	---	5	---	---	---	---	---	---	---	---	---	5
12 Personnel Benefits	---	1	---	---	---	---	---	---	---	---	---	1
21 Travel	---	---	---	---	---	---	---	---	---	---	---	---
22 Transportation of Things	---	---	---	---	---	---	---	---	---	---	---	---
23 Rent, Communications, & Utilities	---	---	---	42	---	---	---	---	---	---	---	42
24 Printing and Reproduction	---	---	---	1	---	---	---	2	---	---	---	3
25 Other Services	---	---	---	4	---	---	---	12	---	---	---	16
26 Supplies and Materials	---	---	---	1	---	---	---	---	---	---	---	1
Total	---	6	---	48	---	---	---	14	---	---	---	68

Schedule A

Office of Superintendent of Documents
Salaries and Expenses
Cataloging and Indexing
By Objec: Class

CATEGORIES	FY 89 ACTUAL STAFF	FY 89 ACTUAL DOLLARS ($000)	FY 90 ESTIMATE STAFF	FY 90 ESTIMATE DOLLARS ($000)	FY 91 ESTIMATE STAFF	FY 91 ESTIMATE DOLLARS ($000)	TOTAL CHANGES 90/91 STAFF	TOTAL CHANGES 90/91 DOLLARS ($000)
1. Program:								
Cataloging and Indexing	38	2,061	37	2,508	37	2,886	---	378
2. Breakdown by Object Class:								
11 Personnel Compensation	38	1,099	37	1,281	37	1,302	---	21
12 Personnel Benefits	---	168	---	226	---	230	---	4
21 Travel	---	3	---	14	---	15	---	1
22 Transportation of Things	---	---	---	---	---	---	---	---
23 Rent, Communications, and Utilities	---	---	---	30	---	32	---	2
24 Printing and Reproduction	---	6	---	8	---	9	---	1
25 Other Services	---	745	---	915	---	1,230	---	315
26 Supplies and Materials	---	40	---	34	---	68	---	34
Total	38	2,061	37	2,508	37	2,886	---	378

Schedule C

Salaries and Expenses
Cataloging And Indexing
Detailed Analysis of Changes

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
Available Resources, 1990	37	2,508
	1991 REQUEST	
	STAFF	AMOUNT ($000)
I. Adjustments to Base		
A. Mandatory Pay and Related Costs	---	25
1. Annualization of Pay Raises	---	15
2. Within-grade Increases/Promotions	---	5
3. Excess Day Cost for FY 1991	---	5
B. Price Level Changes	---	52
1. Administrative Postage	---	2
2. Other ADP Services	---	6
3. Computer Service Charges	---	11
4. Administrative Support Services	---	30
5. Supplies and Materials	---	3
C. Program Type Changes		
1. Legislation	---	---
2. Workload	---	301
a. Travel and Transportation	---	1
b. Other Printing	---	1
c. Other Contractual Services	---	239
d. Computer Service Charges	---	29
e. Supplies and Materials	---	31
3. Equipment, Alterations, Repairs, Etc.	---	---
II. Net Increase From 1990 Appropriation	---	378
III. Total Appropriation Request, 1991	37	2,886

Schedule D

Office of Superintendent of Documents
Salaries and Expenses
Cataloging and Indexing
FY 1991 Budget Request

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
Appropriation, 1990	37	2,508
Proposed Changes for FY 1991		
Mandatory Pay and Related Costs	---	25
Price Level Changes	---	52
Program Type Changes		
Legislation	---	---
Workload	---	301
Equipment, Alterations, Repairs, etc.	---	---
Total Proposed Changes	---	378
FY 1991 Budget Request	37	2,886

Schedule C

Office of Superintendent of Documents
Salaries and Expenses
Depository Library Distribution
Detailed Analysis of Changes

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
Available Resources, 1990	101	19,905
	1991 REQUEST	
	STAFF	AMOUNT ($000)
I. Adjustments to Base		
A. Mandatory Pay and Related Costs	---	63
1. Annualization of Pay Raises	---	49
2. Within-grade Increases/Promotions	---	9
3. Excess Day Cost for FY 1991	---	5
B. Price Level Changes	---	834
1. Travel and Transportation	---	16
2. Postage	---	143
3. Depository Printing	---	533
4. Other Printing	---	12
5. Other Contractual Services	---	22
6. Computer Service Charges	---	19
7. Administrative Support Services	---	77
8. Supplies and Materials	---	12
C. Program Type Changes		
1. Legislation	---	---
2. Workload	---	2,395
a. Travel and Transportation	---	14
b. Other Rentals	---	(32)
c. Postage	---	111
d. Depository Printing	---	2,258
e. Other Printing	---	34
f. Advertising	---	83
g. Other Contractual Services	---	(51)
h. Computer Service Charges	---	(129)
i. Administrative Support Services	---	71
j. Supplies and Materials	---	36
3. Equipment, Alterations, Repairs, Etc.	---	---
II. Net Increase From 1990 Appropriation	---	3,292
III. Total Appropriation Request, 1991	101	23,197

Schedule D

Office of Superintendent of Documents
Salaries and Expenses
Depository Library Distribution
FY 1991 Budget Request

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
Appropriation, 1990	101	19,905
Proposed Changes for FY 1991		
Mandatory Pay and Related Costs	---	63
Price Level Changes	---	834
Program Type Changes		
Legislation	---	---
Workload	---	2,395
Equipment, Alterations, Repairs, etc.	---	---
Total Proposed Changes	---	3,292
FY 1991 Budget Request	101	23,197

Schedule B

Office of Superintendent of Documents
Cataloging and Indexing
Analysis of Change to Budget Base
By Program and By Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIP., ALTS., MAINT., REPAIRS			
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Program:												
Cataloging and Indexing	---	25	---	52	---	---	---	301	---	---	---	378
2. Breakdown By Object Class:												
11 Personnel Compensation	---	21	---	---	---	---	---	---	---	---	---	21
12 Personnel Benefits	---	4	---	---	---	---	---	---	---	---	---	4
21 Travel	---	---	---	---	---	---	---	1	---	---	---	1
22 Transportation of Things	---	---	---	---	---	---	---	---	---	---	---	---
23 Rent, Communications, & Utilities	---	---	---	2	---	---	---	---	---	---	---	2
24 Printing and Reproduction	---	---	---	---	---	---	---	1	---	---	---	1
25 Other Services	---	---	---	47	---	---	---	268	---	---	---	315
26 Supplies and Materials	---	---	---	3	---	---	---	31	---	---	---	34
Total	---	25	---	52	---	---	---	301	---	---	---	378

Schedule A

Office of Superintendent of Documents
Salaries and Expenses
Depository Library Distribution
By Object Class

CATEGORIES	FY 89 ACTUAL STAFF	FY 89 ACTUAL DOLLARS ($000)	FY 90 ESTIMATE STAFF	FY 90 ESTIMATE DOLLARS ($000)	FY 91 ESTIMATE STAFF	FY 91 ESTIMATE DOLLARS ($000)	TOTAL CHANGES 90/91 STAFF	TOTAL CHANGES 90/91 DOLLARS ($000)
1. Program:								
Depository Library Distribution	94	21,744	101	19,905	101	23,197	---	3,292
2. Breakdown by Object Class:								
11 Personnel Compensation	94	2,767	101	2,936	101	2,990	---	54
12 Personnel Benefits	---	423	---	489	---	498	---	9
21 Travel	---	78	---	83	---	101	---	18
22 Transportation of Things	---	238	---	300	---	312	---	12
23 Rent, Communications, and Utilities	---	1,581	---	1,520	---	1,742	---	222
24 Printing and Reproduction	---	13,564	---	11,336	---	14,173	---	2,837
25 Other Services	---	2,869	---	2,979	---	3,071	---	92
26 Supplies and Materials	---	224	---	262	---	310	---	48
Total	94	21,744	101	19,905	101	23,197	---	3,292

Schedule B

Office of Superintendent of Documents
Depository Library Distribution
Analysis of Change to Budget Base
By Program and By Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIP., ALTS., MAINT., REPAIRS			
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Program:												
Depository Library Distribution	---	63	---	834	---	---	---	2,395	---	---	---	3,292
2. Breakdown By Object Class:												
11 Personnel Compensation	---	54	---	---	---	---	---	---	---	---	---	54
12 Personnel Benefits	---	9	---	---	---	---	---	---	---	---	---	9
21 Travel	---	---	---	4	---	---	---	14	---	---	---	18
22 Transportation of Things	---	---	---	12	---	---	---	---	---	---	---	12
23 Rent, Communications, & Utilities	---	---	---	143	---	---	---	79	---	---	---	222
24 Printing and Reproduction	---	---	---	545	---	---	---	2,292	---	---	---	2,837
25 Other Services	---	---	---	118	---	---	---	(26)	---	---	---	92
26 Supplies and Materials	---	---	---	12	---	---	---	36	---	---	---	48
Total	---	63	---	834	---	---	---	2,395	---	---	---	3,292

Schedule A

Office of Superintendent of Documents
Salaries and Expenses
International Exchange
By Object Class

CATEGORIES	FY 89 ACTUAL STAFF	FY 89 ACTUAL DOLLARS ($000)	FY 90 ESTIMATE STAFF	FY 90 ESTIMATE DOLLARS ($000)	FY 91 ESTIMATE STAFF	FY 91 ESTIMATE DOLLARS ($000)	TOTAL CHANGES 90/91 STAFF	TOTAL CHANGES 90/91 DOLLARS ($000)
1. Program:								
International Exchange	2	434	4	920	4	868	---	(52)
2. Breakdown by Object Class:								
11 Personnel Compensation	2	43	4	98	4	99	---	1
12 Personnel Benefits	---	7	---	15	---	15	---	---
21 Travel	---	---	---	1	---	1	---	---
22 Transportation of Things	---	---	---	2	---	2	---	---
23 Rent, Communications, and Utilities	---	67	---	71	---	77	---	6
24 Printing and Reproduction	---	289	---	384	---	611	---	227
25 Other Services	---	25	---	344	---	56	---	(288)
26 Supplies and Materials	---	3	---	5	---	7	---	2
Total	2	434	4	920	4	868	---	(52)

Schedule B

Office of Superintendent of Documents
International Exchange
Analysis of Change to Budget Base
By Program and By Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIP., ALTS., MAINT., REPAIRS			
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Program:												
International Exchange	---	1	---	32	---	---	---	(85)	---	---	---	(52)
2. Breakdown By Object Class:												
11 Personnel Compensation	---	1	---	---	---	---	---	---	---	---	---	1
12 Personnel Benefits	---	---	---	---	---	---	---	---	---	---	---	---
22 Transportation of Things	---	---	---	---	---	---	---	---	---	---	---	---
23 Rent, Communications, & Utilities	---	---	---	6	---	---	---	---	---	---	---	6
24 Printing and Reproduction	---	---	---	24	---	---	---	203	---	---	---	227
25 Other Services	---	---	---	2	---	---	---	(290)	---	---	---	(288)
26 Supplies and Materials	---	---	---	---	---	---	---	2	---	---	---	2
Total	---	1	---	32	---	---	---	(85)	---	---	---	(52)

Schedule C

Office of Superintendent of Documents
Salaries and Expenses
International Exchange
Detailed Analysis of Changes

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
Available Resources, 1990	4	920
	1991 REQUEST	
	STAFF	AMOUNT ($000)
I. Adjustments to Base		
A. Mandatory Pay and Related Costs	---	1
1. Annualization of Pay Raises	---	1
B. Price Level Changes	---	32
1. Postage Increase	---	6
2. IES Printing	---	24
3. Other Contractual Services	---	2
C. Program Type Changes		
1. Legislation	---	---
2. Workload	---	(85)
a. IES Printing	---	203
b. Other Contractual Services	---	(290)
c. Materials and Supplies		2
3. Equipment, Alterations, Repairs, Etc.	---	---
II. Net Increase From 1990 Appropriation	---	(52)
III. Total Appropriation Request, 1991	4	868

Schedule D

Office of Superintendent of Documents
Salaries and Expenses
International Exchange
FY 1991 Budget Request

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
Appropriation, 1990	4	920
Proposed Changes for FY 1991		
Mandatory Pay and Related Costs	---	1
Price Level Changes	---	32
Program Type Changes		
Legislation	---	---
Workload	---	(85)
Equipment, Alterations, Repairs, etc.	---	---
Total Proposed Changes	---	(52)
FY 1991 Budget Request	4	868

GOVERNMENT PRINTING OFFICE
Office of Superintendent of Documents

Program and Financing (in thousands of dollars)

Identification code 04-0701-0-1-808		1989 actual	1990 est	1991 est
	Program by activities:			
00.01	Distribution for other Government agencies and Members of Congress	916	881	949
00.02	Depository library distribution	21,744	19,905	23,197
00.03	Cataloging and indexing	2,061	2,508	2,886
00.04	International exchange	434	920	868
10.00	Total obligations	25,155	24,214	27,900
	Financing:			
22.40	Unobligated balance transferred, net	−11,424	−7,890	
39.00	**Budget authority**	**13,731**	**16,324**	**27,900**
	Budget authority:			
40.00	Appropriation	13,731	17,188	27,900
40.00	Reduction pursuant to P.L. 101-163		−3,578	
40.00	Reduction pursuant to P.L. 101-164		−87	
40.00	Reduction pursuant to P.L. 99-177		−199	
43.00	**Appropriation (adjusted)**	**13,731**	**13,324**	**27,900**
50.00	**Reappropriation**		**3,000**	
	Relation of obligations to outlays:			
71.00	Obligations incurred, net	25,155	24,214	27,900
72.40	Obligated balance, start of year	18,425	21,215	20,421
74.40	Obligated balance, end of year	−21,215	−20,421	−26,655
77.00	Adjustments in expired accounts		−3,000	
90.00	Outlays	22,365	22,008	21,666

Object Classification (in thousands of dollars)

Identification Code 04-0701-0-1-808		1989 actual	1990 est	1991 est
	Personnel compensation			
11.1	Full-time permanent	3,639	4,068	4,149
11.3	Other than full-time permanent	229	243	247
11.5	Other personnel compensation	365	227	223
11.9	Total personnel compensation	4,233	4,538	4,619
12.1	Civilian personnel benefits	648	764	778
21.0	Travel and transportation of persons	81	98	117
22.0	Transportation of things	239	307	319
23.2	Rental payments to others	35	56	58
23.3	Communications, utilities, and miscellaneous charges	1,982	2,059	2,329
24.0	Printing and reproduction	13,880	11,746	14,814
25.0	Other services	3,773	4,324	4,459
26.0	Supplies and materials	284	322	407
99.9	Total obligations	25,155	24,214	27,900

Personnel Summary

Total number of full-time permanent positions	139	143	143
Total compensable workyears:			
Full-time equivalent employment	146	150	150
Full-time equivalent of overtime and holiday hours	5	5	4

GOVERNMENT PRINTING OFFICE
REVOLVING FUND

The Government Printing Office is hereby authorized to make such expenditures, within the limits of funds available and in accord with the law, and to make such contracts and commitments without regard to fiscal year limitations as provided by section 104 of the Government Corporation Control Act, as amended, as may be necessary in carrying out the programs and purposes set forth in the budget for the current fiscal year for the "Government Printing Office revolving fund": Provided, That not to exceed [$2,500] $5,000 may be expended on the certification of the Public Printer in connection with official representation and reception expenses: Provided further, That during the current fiscal year the revolving fund shall be available for the hire of twelve passenger motor vehicles: Provided further, That expenditures in connection with travel expenses of the advisory councils to the Public Printer shall be deemed necessary to carry out the provisions of title 44, United States Code: Provided further, That the revolving fund shall be available for services as authorized by 5 U.S.C. 3109 but at rates for individuals not to exceed the per diem rate equivalent to the rate for grade GS-18: Provided further, That the revolving fund shall be available to acquire needed land, located in Northwest D.C., which is adjacent to the present Government Printing Office, and is bounded by Massachusetts Avenue and the southern property line of the Government Printing Office, between North Capitol Street and First Street. The land to be purchased is identified as Parcels 45-D, 45-E, 45-F, and 47-A in Square 625, and includes the alleys adjacent to these parcels, and G Street, N.W. from North Capitol Street to First Street: Provided further, That the revolving fund and the funds provided under the paragraph entitled "Office of Superintendent of Documents, Salaries and Expenses" together may not be available for the full-time equivalent employment of more than 5,000 workyears: Provided further, That the revolving fund shall be available for expenses not to exceed $500,000 for the development of plans and design of a multi-purpose facility: [Provided further, That notwithstanding the limitations of 5 U.S.C., section 5901(a), as amended, the cost of uniforms furnished or allowances paid for uniforms to each uniformed special policeman appointed under the authority of 44 U.S.C. 317, shall not exceed $400 during the first year in which the employee is required to wear a prescribed uniform:] Provided further, That the revolving fund shall not be used to administer any flexible or compressed work schedule which applies to any manager or supervisor in a position the grade or level of which is equal to or higher than GS-15, nor to any employee involved in the in-house production of printing and binding: Provided further, That expenses for attendance at meetings shall not exceed $95,000. (Legislative Branch Appropriations Act, 1990.)

GENERAL PROVISIONS

(a) None of the funds appropriated for fiscal year [1990] 1991 by this Act or any other law may be obligated or expended by any entity of the executive branch for the procurement from commercial sources of any printing related to the production of Government publications (including forms), unless such procurement is by or through the Government Printing Office.

(b) Subsection (a) does not apply to (1) individual printing orders costing not more than $1,000, if the work is not of a continuing or repetitive nature, (2) printing for the Central Intelligence Agency, the Defense Intelligence Agency, or the National Security Agency, or (3) printing from commercial sources that is specifically authorized by law or is of a kind that has been routinely procured by or through the Government Printing Office.

(c) As used in this section, the term "printing" means the process of composition, platemaking, presswork, binding, and microform, and the end items of such processes.

[Section 309(a) of title 44, United States Code, is amended by striking out "not to exceed $3,000 in any fiscal year" after "attendance at meetings".]

[Section 6121(1) of title 5, United States Code, is amended by inserting "the Government Printing Office," after "military department,". Also, section 6133(c) of such title is amended by inserting "(1)" after "(c)"; and by adding at the end thereof the following new paragraph: "(2) With respect to employees in the Government Printing Office, the authority granted to the Office of Personnel Management under this subchapter shall be exercised by the Public Printer.".]

Section 309(a) of title 44, United States Code, is amended by striking out "uniforms, or allowances therefor, as authorized by section 5901 of Title 5" and inserting in lieu thereof the following: "uniforms or uniform allowances"

Section 1703 of title 44, United States Code, is amended by striking out ", the cost to be charged against the appropriation for printing and binding for Congress" from the first sentence. Section 1707 of such title is amended by striking out "The appropriation for printing and binding" from the last sentence, and inserting in lieu thereof the following: "The Revolving Fund".

Section 303 of title 44, United States Code, is amended to read as follows:

The annual rate of pay for the Public Printer shall be a rate which is equal to the rate for level III of the Executive Schedule of subchapter II of chapter 53 of title 5. The annual rate of pay for the Deputy Public Printer shall be a rate which is equal to the rate for level IV of such Executive Schedule.

Schedule C

Revolving Fund
Printing & Binding Operations
Detailed Analysis of Change

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
Estimated Expenses, 1990	4,073	1,055,475
	1991 ESTIMATE	
I. Adjustments to Base	STAFF	AMOUNT ($000)
A. Mandatory Pay and Related Costs	---	5,697
1. Annualization of Pay Raises	---	3,721
2. Merit Increases/Promotions	---	1,042
3. Retirement/Benefits	---	384
4. 1991 Excess Day Costs	---	550
B. Price Level Changes	---	31,241
1. Travel	---	35
2. GSA Office Rent	---	85
3. Postage	---	25
4. Printing and Reproduction	---	28,300
5. Paper and Materials Charged to Jackets	---	2,456
6. Supplies and Materials	---	340
C. Program Type Changes		
1. Legislation	---	---
2. Workload	---	(56,578)
a. Travel	---	5
b. GSA Office Rent	---	(160)
c. Commercial Office Rent	---	286
d. Rental of ADP Equipment	---	(48)
e. Other Rentals	---	(14)
f. Telephone and Telegraph	---	569
g. Other ADP Services	---	(51)
h. Miscellaneous Services	---	301
i. Consulting Services	---	32
j. Printing and Reproduction	---	(55,481)
k. Supplies and Materials	---	(2,017)
3. Equipment, Alterations, Repairs, Etc.	---	1,975
a. Depreciation	---	1,975
II. Net Decrease From 1990 Estimates	---	(17,665)
III. Total Estimated Expenses, 1991	4,073	1,037,810

PRINTING AND BINDING OPERATIONS

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C		
A. MANDATORY CHANGES	Staff	Amount ($000)
1. Annualization of Pay Raises Annualized effect of pay raises in FY 1990 and an estimated pay raise in FY 1991.	---	3,721
2. Merit Increases/Promotions Include within-grade increases, promotions, and incentive/performance awards.	---	1,042
3. Retirement/Benefits Cost of FERS, health insurance, and other benefits adjusted for increased agency contributions.	---	384
4. 1991 Excess Day Costs FY 1991 contains 261 compensable days compared to 260 compensable days in FY 1990.	---	550
B. PRICE LEVEL CHANGES		
1. Travel The increase is approximately 4% for estimated inflation in travel costs.	---	35
2. GSA Office Rent This is for increases of about 4% in GSA office rent.	---	85
3. Postage The increase is about 9% based on information received from postal sources.	---	25
4. Printing and Reproduction Printing costs are estimated to increase by about 4%.	---	28,300
5. Paper and Materials Charged to Jackets Paper prices are expected to increase by about 6%.	---	2,456
6. Supplies and Materials A price increase of 4% is projected.	---	340

PRINTING AND BINDING OPERATIONS

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C - Continued

C. PROGRAM TYPE CHANGES	Staff	Amount ($000)
1. Legislation	---	---
2. Workload		
2a. Travel To provide for a slight increase in the area of audits and investigations.	---	5
2b. GSA Office Rent Volume decrease is for the expected relocation of the Chicago Office from GSA space to commercial space.	---	(160)
2c. Commercial Office Rent Volume increase is for the expected relocation of the Chicago Office from GSA space to commercial space. Child care expense for FY 1991 is estimated for full year while for FY 1990 is only for portion of year.	---	286
2d. Rental of ADP Equipment Decrease is due to the proposed purchase of some equipment currently rented.	---	(48)
2e. Other Rentals Net decrease in the rent of coin operated copiers and rent of software. Two year lease of CD ROM publisher system expires in FY 90.	---	(14)
2f. Telephone and Telegraph To provide for increase of additional equipment related to the proposed acquisition of a new telecommunications system.	---	569
2g. Other ADP Services Reduction in studies to enhance ADP services.	---	(51)
2h. Miscellaneous Services Net increase for repairs, tuition and registration, and other expenses for the development of workforce planning, curriculum, and instructional services.	---	301
2i. Consulting Services Net increase because certain consulting services are proposed in FY 91 only.	---	32
2j. Printing and Reproduction Decrease is due to the work to be done in FY 90 for the Decennial Census.	---	(55,481)

Schedule A

Revolving Fund
Printing & Binding Operations
By Object Class

CATEGORIES	FY 89 ACTUAL		FY 90 ESTIMATE		FY 91 ESTIMATE		TOTAL CHANGES 90/91	
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Program:								
Printing & Binding Operations	4,102	949,073	4,073	1,055,475	4,073	1,037,810	---	(17,665)
2. Breakdown by Object Class:								
11 Personnel Compensation	4,102	152,314	4,073	162,385	4,073	167,157	---	4,772
12 Personnel Benefits	---	25,970	---	27,988	---	28,913	---	925
21 Travel	---	503	---	878	---	918	---	40
22 Transportation of Things	---	2,568	---	2,418	---	2,418	---	---
23 Rent, Communications, and Utilities	---	13,721	---	12,898	---	13,641	---	743
24 Printing and Reproduction	---	682,492	---	771,171	---	743,990	---	(27,181)
25 Other Services	---	3,804	---	4,234	---	4,516	---	282
26 Supplies and Materials	---	61,648	---	66,652	---	67,431	---	779
31 Depreciation	---	6,053	---	6,851	---	8,826	---	1,975
Total Expenses	4,102	949,073	4,073	1,055,475	4,073	1,037,810	---	(17,665)

Schedule B

Revolving Fund
Printing and Binding Operations
Analysis of Change to Budget Base
By Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIP., ALTS., MAINT., REPAIRS			
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Program:												
Printing & Binding Operations	---	5,697	---	31,241	---	---	---	(56,578)	---	1,975	---	(17,665)
2. Breakdown By Object Class:												
11 Personnel Compensation	---	4,772	---	---	---	---	---	---	---	---	---	4,772
12 Personnel Benefits	---	925	---	---	---	---	---	---	---	---	---	925
21 Travel	---	---	---	35	---	---	---	5	---	---	---	40
22 Transportation of Things	---	---	---	---	---	---	---	---	---	---	---	---
23 Rent, Communications, & Utilities	---	---	---	110	---	---	---	633	---	---	---	743
24 Printing and Reproduction	---	---	---	28,300	---	---	---	(55,481)	---	---	---	(27,181)
25 Other Services	---	---	---	---	---	---	---	282	---	---	---	282
26 Supplies and Materials	---	---	---	2,796	---	---	---	(2,017)	---	---	---	779
31 Depreciation	---	---	---	---	---	---	---	---	---	1,975	---	1,975
Total Expenses	---	5,697	---	31,241	---	---	---	(56,578)	---	1,975	---	(17,665)

PRINTING AND BINDING OPERATIONS

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C - Continued		
C. PROGRAM TYPE CHANGES - Continued	Staff	Amount ($000)
1. Legislation - Continued	---	---
2. Workload - Continued		
2k. Supplies and Materials Volume decrease consists mainly of purchase decreases for items such as furniture, software, microcomputers and hardware, and other miscellaneous expenses.	---	(2,017)
3. Equipment, Alterations, Repairs, Etc.		
3a. Depreciation To provide for additional purchase of capital equipment.	---	1,975

Schedule D

Revolving Fund
Printing and Binding Operations
Summary of Estimated Expenses
FY 1991 Budget Estimate

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
Estimated Expenses, 1990	4,073	1,055,475
Proposed Changes for FY 1991		
Mandatory Pay and Related Costs	---	5,697
Price Level Changes	---	31,241
Program Type Changes		
Legislation	---	---
Workload	---	(56,578)
Equipment, Alterations, Repairs, Etc.	---	1,975
Total Proposed Changes	---	(17,665)
FY 1991 Budget Estimate	4,073	1,037,810

Schedule C

Revolving Fund
Sales of Publications Operations
Total Estimated Expenses
Detailed Analysis of Changes

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
Estimated Expenses, 1990	683	78,668
	1991 ESTIMATE	
	STAFF	AMOUNT ($000)
I. Adjustments to Base		
A. Mandatory Pay and Related Costs	---	668
1. Annualization of Pay Raises	---	327
2. Within-grade Increases/Promotions	---	186
3. Retirement/Benefits	---	73
4. Excess Day Cost	---	82
B. Price Level Changes	---	2,754
1. Travel	---	2
2. Bills of Lading	---	14
3. Contractual Mail Services	---	29
4. Rent, Communications, and Utilities	---	975
5. Printing and Reproduction	---	52
6. Computer Service Charges	---	203
7. Cost of Publications Sold	---	1,100
8. Miscellaneous Services	---	239
9. Engineering Service Charges	---	13
10. Other Contractual Services	---	84
11. Supplies and Materials	---	43
C. Program Type Changes		
1. Legislation	---	---
2. Workload	---	407
a. Travel and Transportation	---	(4)
b. Utilities and Other Rentals	---	38
c. Printing and Reproduction	---	4
c. Miscellaneous Services	---	572
d. Computer Service Charges	---	130
e. Advertising	---	(88)
f. Supplies and Materials	---	(245)
3. Equipment, Alterations, Repairs, Etc.	---	(77)
a. Engineering Service Charges	---	(77)
II. Net Increase From 1990 Estimated Expenses	---	3,752
III. Total Estimated Expenses, 1991	683	82,420

SALES OF PUBLICATIONS OPERATIONS

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C		
A. MANDATORY CHANGES	Staff	Amount ($000)
1. Annualized effect of a pay raise in FY 1990 and FY 1991.	---	327
2. Within-grade Increases/Promotions to be granted during FY 1991.	---	186
3. Retirement/Benefits Additional cost of FERS and other benefits adjusted for increased agency contributions.	---	73
4. Excess Day FY 1991 contains one additional workday over FY 1990.	---	82
B. PRICE LEVEL CHANGES		
1. Items 1-11 A 9% price level increase is projected for postage which is included in rents, communications, and utilities. For all other accounts, a 4% increase is projected.	---	2,754
C. PROGRAM TYPE CHANGES		
1. Legislation	---	---
2. Workload		
2a. Travel and Transportation A slight decrease is projected to result from tighter controls over operations.	---	(4)
2b. Utilities and Other Rentals The increase is primarily due to increases in other rentals.	---	38
2c. Misc. Printing and Reproduction This is primarily due to a small volume increase in Administrative Printing.	---	4
2d. Miscellaneous Services The increase is primarily due to an anticipated mail sort contract and building renovations to be done by the leassor at the warehouse.	---	572
2e. Computer Service Charges The increase is due to a slight shift in emphasis to the sales program.	---	130

SALES OF PUBLICATIONS OPERATIONS

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C - Continued

C. PROGRAM TYPE CHANGES - Continued	Staff	Amount ($000)
2. Workload		
2f. Advertising The decrease is primarily due to providing for public service announcements in FY 1990 and not FY 1991.	---	(88)
2g. Supplies & Materials The decrease is primarily due to the acquisition of less microcomputer hardware, and furniture and fixtures occurring in FY 1991.	---	(245)
3. Equipment, Alterations, Repairs, Etc.	---	(77)
3a Engineering Service Charges The decrease is due to in-house renovations occurring in FY 1990 and not FY 1991.		

Schedule D

Revolving Fund
Sales of Publications Operations
Summary of Estimated Expenses
FY 1991 Budget Estimate

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
Estimated Expenses, 1990	683	78,668
Proposed Changes for FY 1989		
Mandatory Pay and Related Costs	---	668
Price Level Changes	---	2,754
Program Type Changes		
Legislation	---	---
Workload	---	407
Equipment, Alterations, Repairs, Etc.	---	(77)
Total Proposed Changes		3,752
FY 1991 Budget Estimate	683	82,420

Schedule A

Revolving Fund
Sales of Publications Operations
By Object Class

CATEGORIES	FY 89 ACTUAL STAFF	FY 89 ACTUAL DOLLARS ($000)	FY 90 ESTIMATE STAFF	FY 90 ESTIMATE DOLLARS ($000)	FY 91 ESTIMATE STAFF	FY 91 ESTIMATE DOLLARS ($000)	TOTAL CHANGES 90/91 STAFF	TOTAL CHANGES 90/91 DOLLARS ($000)
1. Program:								
Sale of Publications Operations	676	70,495	683	78,668	683	82,420	---	3,752
2. Breakdown by Object Class:								
11 Personnel Compensation	676	16,874	683	17,876	683	18,426	---	550
12 Personnel Benefits	---	2,586	---	2,731	---	2,849	---	118
21 Travel	---	30	---	63	---	63	---	---
22 Transportation of Things	---	1,292	---	1,072	---	1,113	---	41
23 Rent, Communications, and Utilities	---	11,939	---	13,670	---	14,683	---	1,013
24 Printing and Reproduction	---	25,591	---	28,997	---	30,153	---	1,156
25 Other Services	---	10,895	---	12,933	---	14,009	---	1,076
26 Supplies and Materials	---	1,288	---	1,326	---	1,124	---	(202)
Total Expenses	676	70,495	683	78,668	683	82,420	---	3,752

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Schedule 8

Revolving Fund
Sales of Publications Operations
Analysis of Change to Budget Base
By Object Class

FY 90/91 CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIP., ALTS., MAINT., REPAIRS			
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Program:												
Sale of Publications Operations	---	668	---	2,754	---	---	---	407	---	(77)	---	3,752
2. Breakdown by Object Class:												
11 Personnel Compensation	---	550	---	---	---	---	---	---	---	---	---	550
12 Personnel Benefits	---	118	---	---	---	---	---	---	---	---	---	118
21 Travel	---	---	---	2	---	---	---	(2)	---	---	---	---
22 Transportation of Things	---	---	---	43	---	---	---	(2)	---	---	---	41
23 Rent, Communications, & Utilities	---	---	---	975	---	---	---	38	---	---	---	1,013
24 Printing and Reproduction	---	---	---	1,152	---	---	---	4	---	---	---	1,156
25 Other Services	---	---	---	539	---	---	---	614	---	(77)	---	1,076
26 Supplies and Materials	---	---	---	43	---	---	---	(245)	---	---	---	(202)
Total Expenses	---	668	---	2,754	---	---	---	407	---	(77)	---	3,752

Schedule A

Revolving Fund
Agency Distribution Service
By Object Class

CATEGORIES	FY 89 ACTUAL STAFF	FY 89 ACTUAL DOLLARS ($000)	FY 90 ESTIMATE STAFF	FY 90 ESTIMATE DOLLARS ($000)	FY 91 ESTIMATE STAFF	FY 91 ESTIMATE DOLLARS ($000)	TOTAL CHANGES 90/91 STAFF	TOTAL CHANGES 90/91 DOLLARS ($000)
1. Program:								
Agency Distribution Service	79	4,739	94	5,386	94	5,629	---	243
2. Breakdown by Object Class:								
11 Personnel Compensation	79	1,821	94	2,138	94	2,191	---	53
12 Personnel Benefits	---	279	---	377	---	386	---	9
21 Travel	---	3	---	5	---	5	---	---
22 Transportation of Things	---	43	---	107	---	111	---	4
23 Rent, Communications, and Utilities	---	1,378	---	1,482	---	1,598	---	116
24 Printing and Reproduction	---	115	---	129	---	134	---	5
25 Other Services	---	963	---	1,003	---	1,076	---	73
26 Supplies and Materials	---	137	---	145	---	128	---	(17)
Total	79	4,739	94	5,386	94	5,629	---	243

Schedule B

Revolving Fund
Agency Distribution Service
Analysis of Change to Budget Base
By Program and By Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIP., ALTS., MAINT., REPAIRS			
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Program:												
Agency Distribution Service	---	62	---	170	---	---	---	15	---	(4)	---	243
2. Breakdown By Object Class:												
12 Personnel Compensation	---	53	---	---	---	---	---	---	---	---	---	53
12 Personnel Benefits	---	9	---	---	---	---	---	---	---	---	---	9
21 Travel	---	---	---	---	---	---	---	---	---	---	---	---
22 Transportation of Things	---	---	---	4	---	---	---	---	---	---	---	4
23 Rent, Communications, & Utilities	---	---	---	115	---	---	---	1	---	---	---	116
24 Printing and Reproduction	---	---	---	5	---	---	---	---	---	---	---	5
25 Other Services	---	---	---	41	---	---	---	36	---	(4)	---	73
26 Supplies and Materials	---	---	---	5	---	---	---	(22)	---	---	---	(17)
Total	---	62	---	170	---	---	---	15	---	(4)	---	243

Schedule C

Revolving Fund
Agency Distribution Service
Detailed Analysis of Changes

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
Estimated Expenses, 1990	94	5,386
	1990 ESTIMATE	
	STAFF	AMOUNT ($000)
I. Adjustments to Base		
A. Mandatory Pay and Related Costs	---	62
1. Annualization of Pay Raises	---	38
2. Within-grade Increases/Promotions	---	14
3. Additional Day For FY 1991	---	10
B. Price Level Changes	---	170
1. Other Expenses	---	137
2. Computer Service Charges	---	9
3. Administrative Support Services	---	24
C. Program Type Changes		
1. Legislation	---	---
2. Workload	---	15
a. Other Contractual Services	---	58
b. Computer Service Charges	---	(21)
c. Supplies and Materials	---	(22)
3. Equipment, Alterations, Repairs, Etc.	---	(4)
a. Engineering Service Charges	---	(4)
II. Net Increase From 1990 Estimates	---	243
III. Total Estimated Expenses, 1991	94	5,629

AGENCY DISTRIBUTION SERVICE

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C		
A. MANDATORY CHANGES	Staff	Amount ($000)
1. Annualization of Pay Raises Annualized effect of pay raises in FY 1990 and in FY 1991.	---	38
2. Within-grade Increases / Promotions To be granted in 1990.	---	14
3. Additional Day For FY 1991 FY 1991 contains an additional workday over FY 1990.	---	10
B. PRICE LEVEL CHANGES		
1. Items 1 - 3 A 9% price level increase is projected for postage while a 4% increase is projected for all other areas.	---	170
C. PROGRAM TYPE CHANGES		
1. Legislation	---	---
2. Workload		
2a. Other Contractual Services The increase is primarily due to an anticipated Mail Sort contract and building renovation at the Laurel Warehouse.	---	58
2b. Computer Service Charges This is primarily due to a decrease in the Agency Distribution Service projected workload for FY 1991.	---	(21)
2c. Supplies and Materials The decrease is due to minor purchases in FY 1990 that are not repeated in FY 1991.	---	(22)
3. Equipment, Alterations, Maintenance, Repairs,Etc		
3a. Engineering Service Charges The decrease is due to an in-house renovation occurring in FY 1990.	---	(4)

Schedule D

Revolving Fund
Agency Distribution Service
FY 1991 Budget Estimate

	CALCULATION OF BASE	
	STAFF	AMOUNT ($000)
Estimated Expenses, 1990	94	5,386
Proposed Changes for FY 1991		
Mandatory Pay and Related Costs	---	62
Price Level Changes	---	170
Program Type Changes		
Legislation	---	---
Workload	---	15
Equipment, Alterations, Repairs, Etc.	---	(4)
Total Proposed Changes	---	243
FY 1991 Estimated Expenses	94	5,629

GOVERNMENT PRINTING OFFICE
Revolving Fund

Program and Financing (in thousands of dollars)

Identification code: 04–4505–0–4–808		1989 actual	1990 est	1991 est
	Program by activities:			
	Operating expenses:			
00.01	Printing and binding	932383	1,057,741	1,029,622
00.02	Sales of publications	71,090	79,849	82,230
00.03	Agency distribution	4,739	5,386	5,629
00.91	Subtotal operating expenses	1,008,212	1,136,976	1,117,481
01.01	Capital investment	5,568	10,605	11,025
10.00	Total obligations	1,013,780	1,147,581	1,128,506
	Financing:			
	Offsetting collections from:			
11.00	Federal funds	−963,154	−1,067,031	−1,049,815
14.00	Non-Federal sources	−70,321	−78,967	−82,126
17.00	Recovery of prior year obligations	−641		
21.90	Unobligated balance available, start of year: Fund balance	−130,648	−139,560	−130,087
22.90	Unobligated balance transferred, net: Fund balance	11,424	7,890	
24.90	Unobligated balance available, end of year: Fund balance	139,560	130,087	133,522
39.00	Budget authority			
	Relation of obligations to outlays:			
71.00	Obligations incurred, net	−19,695	1,583	−3,435
72.10	Receivables in excess of obligations, start of year	−14,590	−10,116	−8,533
74.10	Receivables in excess of obligations, end of year	10,116	8,533	11,968
78.00	Adjustments in unexpired accounts	−641		
90.00	Outlays	−24,810		

REVENUE, EXPENSE, AND RETAINED EARNINGS

PRINTING AND BINDING OPERATIONS

(In thousands of dollars)

	1989 actual	1990 est	1991 est
Total revenue	952,894	1,055,475	1,037,810
Expense:			
Personnel compensation	152,314	162,385	167,157
Personnel benefits	25,970	27,983	28,913
Travel and transportation of persons	503	878	918
Transportation of things	2,568	2,418	2,418
Rental payments to GSA	2,490	2,303	2,228
Rental payments to others	1,533	2,046	2,332
Communications, utilities, and miscellaneous charges	9,698	8,549	9,081
Printing and reproduction	682,492	771,171	743,990
Other services	3,804	4,234	4,516
Supplies and materials	61,648	66,652	67,431
Depreciation	6,053	6,851	8,826
Total expense	949,073	1,055,475	1,037,810
Net operating income	3,821		

SALES OF PUBLICATIONS OPERATIONS

(In thousands of dollars)

	1989 actual	1990 est.	1991 est.
Total revenue	75,693	85,000	88,400
Expense:			
Cost of publications sold	19,851	22,500	23,400
Postage for sales copies mailed	8,539	10,100	10,900
Unsalable publications	4,533	5,200	5,400
Subtotal	32,923	37,800	39,700
Gross profit	42,770	47,200	48,700
General and administrative:			
Personnel compensation	16,874	17,876	18,426
Personnel benefits	2,586	2,731	2,849
Travel and transportation of persons	30	63	63
Transportation of things	1,292	1,072	1,113
Rental Payments to GSA	710	725	754
Rental payments to others	1,795	1,816	1,889
Communications, utilities, and miscellaneous charges	955	1,029	1,140
Printing and reproduction	1,207	1,297	1,353
Other services	10,895	12,933	14,009
Supplies and materials	1,288	1,326	1,124
Subtotal	37,572	40,868	42,720
Total expense	70,495	78,668	82,420
Net earnings	5,198	6,332	5,980

AGENCY DISTRIBUTION SERVICE

(In thousands of dollars)

	1989 actual	1990 est	1991 est
Total revenue	4,821	5,386	5,629
Expense:			
Personnel compensation	1,821	2,138	2,191
Personnel benefits	279	377	386
Travel and transportation of persons	3	5	5
Transportation of things	43	107	111
Rental Payments to GSA	152	165	172
Rental payments to others	112	159	166
Communications, utilities, and miscellaneous charges	1,114	1,157	1,260
Printing and reproduction	115	129	134
Other services	963	1,003	1,076
Supplies and materials	137	145	128
Total expense	4,739	5,386	5,629
Net operating income	82	.....	.....

Total Revenue and Expense (In thousands of dollars)

	1989 actual	1990 est	1991 est.
Operating income:			
Printing and binding:			
Revenue	952,894	1,055,475	1,037,810
Expense	949,073	1,055,475	1,037,810
Net operating income, printing and binding	3,821	.....	.....
Sales of publications:			
Revenue	75,693	85,000	88,400
Expense	70,495	78,668	82,420
Net operating income, sales of publications	5,198	6,332	5,980
Agency distribution service:			
Revenue	4,821	5,386	5,629
Expense	4,739	5,386	5,629
Net operating income, agency distribution	82	.....	.....
Net operating income, total	9,101	6,332	5,980

Financial Condition (in thousands of dollars)

	1988 actual	1989 actual	1990 est	1991 est
Assets:				
Selected assets:				
Fund balance with Treasury	116,058	129,444	121,554	121,554
Accounts receivable (net)	222,100	258,378	261,839	264,151
Inventories (net)	36,364	41,692	41,278	40,867
Other assets	324	347	336	342
Real property and equipment (net)	53,194	52,306	55,397	56,617
Total assets	428,040	482,167	480,404	483,531
Liabilities:				
Selected liabilities:				
Accounts payable and accrued liabilities	108,827	124,786	153,337	151,172
Advances received	29,232	69,833	41,179	40,597
Total liabilities	138,059	194,619	194,516	191,769
Government equity:				
Selected equities:				
Unexpended balances:				
Unobligated balance	131,289	139,560	130,087	133,522
Undelivered orders	68,810	53,643	58,790	60,414
Invested capital	89,882	93,345	97,011	97,826
Total Government equity	289,981	287,548	285,888	291,762

Object Classification (in thousands of dollars)

Identification code: 04-4505-0-4-808		1989 actual	1990 est	1991 est
	Personnel compensation:			
11.1	Full-time permanent	145,408	155,280	160,214
11.3	Other than full-time permanent	1,265	1,344	1,363
11.5	Other personnel compensation	24,336	25,775	26,197
11.9	Total personnel compensation	171,009	182,399	187,774
12.1	Civilian personnel benefits	28,835	31,096	32,148
21.0	Travel and transportation of persons	536	946	986
22.0	Transportation of things	3,903	3,597	3,642
23.1	Rental payments to GSA	3,352	3,194	3,154
23.2	Rental payments to others	3,380	4,021	4,387
23.3	Communications, utilities, and miscellaneous charges	20,306	20,835	22,381
24.0	Printing and reproduction	698,382	805,019	775,496
25.0	Other services	15,436	17,746	18,830
26.0	Supplies and materials	63,073	68,123	68,683
31.0	Equipment	5,568	7,105	8,025
32.0	Land and structures		3,500	3,000
99.9	Total obligations	1,013,780	1,147,581	1,128,506

Personnel Summary

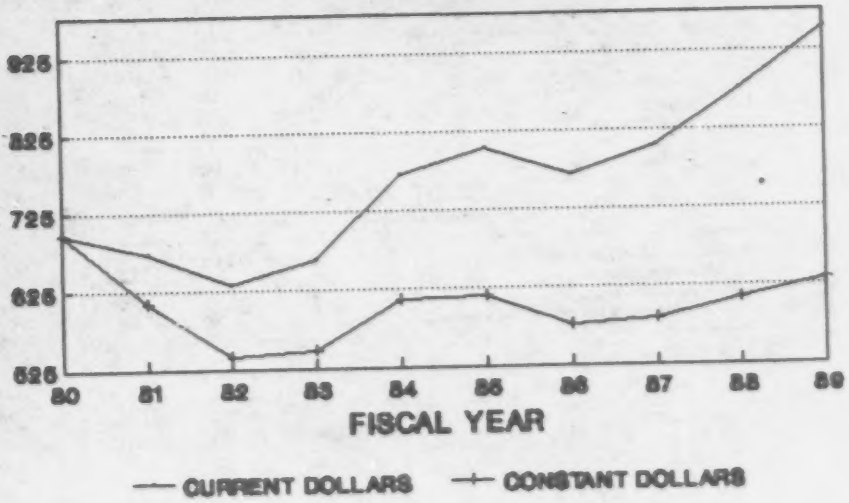
Total number of full-time permanent positions	4,877	4,873	4,873
Total compensable workyears:			
Full-time equivalent employment	4,857	4,850	4,850
Full-time equivalent of overtime and holiday hours	537	532	524

GOVERNMENT PRINTING OFFICE
Statistics

VALUE OF IN-HOUSE AND COMMERCIAL PROCUREMENT OF PRINTING AND BINDING
(Dollar amounts in thousands)

Fiscal year	Central and Regional in-House including paper used in printing and binding	Commercially procured printing and binding, including paper furnished contractors	Percent of commercially procured printing and binding	Blank paper, miscellaneous supplies and services, and other revune	Total printing and binding revenue
1980	197,871	474,699	70.6	26,275	698,845
1981	181,111	464,802	72.0	27,253	673,166
1982	175,172	437,498	71.4	20,569	633,239
1983	179,961	464,321	72.1	19,112	663,394
1984	196,593	547,871	73.6	26,263	770,727
1985	184,960	596,803	76.3	21,618	803,381
1986	185,481	562,933	75.2	19,991	768,405
1987	192,715	591,804	75.4	20,003	804,522
1988	205,489	648,296	75.9	21,541	875,326
1989	197,165	726,364	78.7	29,365	952,894

TOTAL REVENUE
PRINTING AND BINDING OPERATIONS
(IN MILLIONS)



OFFICE OF SUPERINTENDENT OF DOCUMENTS - SUMMARY OF WORKLOAD
(In thousands)

	1989 Actual	1990 Estimate	1991 Estimate
Number of sales orders:			
Other sales	1,077	1,074	1,080
Consumer information sales	525	550	555
Number of orders for free consumer information	2,573	2,600	2,600
Leters of inquiry	216	212	212
Number of publications sold:			
Other sales	22,758	20,222	20,097
Consumer informatoion sales	2,290	2,500	2,550
Publications distributed for Government agencies:			
Free consumer informatoion	19,664	16,200	16,700
Other agency distribution	25,798	20,973	20,073
Federal Register copies distributed	9,386	9,409	9,411
Publications distributed on a by-law basis	4,735	4,663	4,590
Publications distributed to depository libraries	26,951	30,655	31,115
Publications distributed for International Exchange	661	913	805
Publications cataloged and indexed	28	30	33

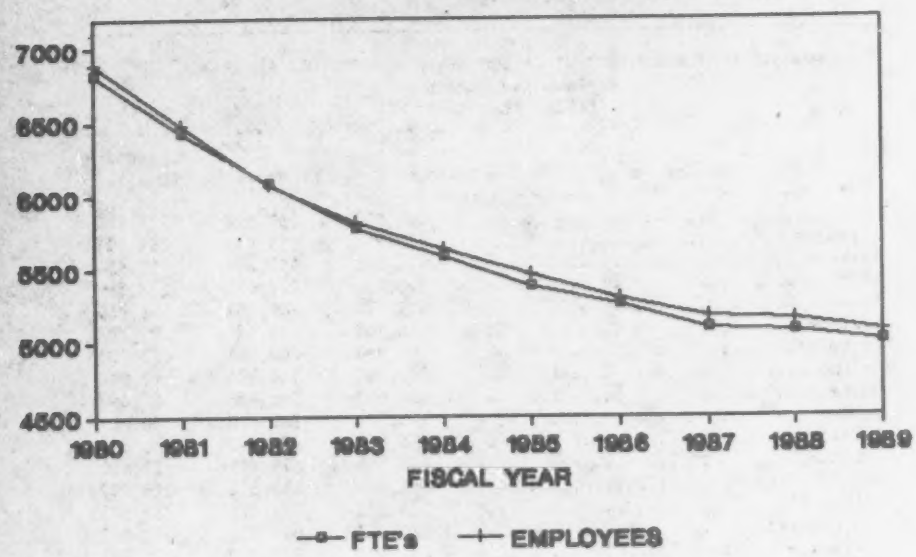
OFFICE OF SUPERINTENDENT OF DOCUMENTS - BOOKSTORE PROGRAM
REVENUE AND EXPENSE
FISCAL YEAR 1989

Bookstore	Revenue	Expenses	Surplus/ (Loss)
Main	$2,048,093	$1,269,659	$778,434
Farragut West	837,206	555,915	281,291
Atlanta	528,620	413,286	115,334
Birmingham	195,491	222,650	(27,159)
Boston	551,570	489,301	62,269
Chicago	526,168	430,385	95,783
Cleveland	241,955	260,061	(18,106)
Columbus	369,480	328,534	40,946
Dallas	454,623	386,926	67,697
Denver	315,925	285,436	30,489
Detroit	296,452	295,592	860
Houston	696,885	675,195	21,690
Jacksonville	662,406	443,614	218,792
Kansas City	560,783	573,476	(12,693)
Los Angeles	1,324,453	811,950	512,503
Milwaukee	234,655	232,780	1,875
New York	383,741	400,741	(17,000)
Philadelphia	410,523	385,313	25,210
Pittsburgh	269,105	258,773	10,332
Portland	219,491	332,782	(113,291)
Pueblo	423,527	343,621	79,906
San Francisco	614,435	535,934	78,501
Seattle	597,916	519,068	78,848
Total	$12,763,503	$10,450,992	$2,312,511

EMPLOYEES ON BOARD AS OF SEPTEMBER, 30
AND FTE,s FOR FISCAL YEAR

Fiscal year	FTE's	Number on board
1980	6,818	6,891
1981	6,426	6,473
1982	6,080	6,069
1983	5,777	5,815
1984	5,582	5,638
1985	5,382	5,457
1986	5,255	5,300
1987	5,097	5,176
1988	5,078	5,156
1989	5,003	5,080

FTE's AND EMPLOYEES AS OF SEPTEMBER 30



SUMMARY OF EMPLOYEES
AS OF SEPTEMBER 30

	1986	1987	1988	1989
Summary of Employees by Type of Work				
White collar workers, including professional, administrative, technical, and clerical	2,376	2,377	2,405	2,381
Blue collar workers:				
Journeyman craftsmen:				
Printers	550	522	485	480
Bookbinders	137	130	119	148
Cylinder pressmen	14	13	18	15
Offset photographers	22	21	19	12
Offset platemakers	56	55	52	57
Offset pressmen	70	64	49	51
Offset strippers	116	122	119	110
Subtotal	965	927	861	873
Engineering Service craftsmen	139	135	144	140
Total journeyman craftsmen	1,104	1,062	1,005	1,013
Trainees	63	49	73	53
Printing plant workers	1,156	1,098	1,071	1,049
Bindery workers	130	110	94	80
Federal wage system	103	102	98	90
Premium rates	340	337	358	348
Under journeyman	28	41	52	66
Total blue collar workers	2,924	2,799	2,751	2,699
Total employees	5,300	5,176	5,156	5,080
Summary of Employees by Organization				
Executive Offices	73	76	79	75
Finance & Planning	266	221	241	218
Administration & Resources Management	382	370	367	363
Superintendent of Documents	947	1,012	971	913
Operations & Procurement:				
Customer Service	160	159	164	281
Materials Management	206	200	204	193
Printing Procurement	196	194	211	224
Regional Printing & Procurement	494	477	471	468
Engineering Service	370	360	382	384
Production Department	2,170	2,069	2,029	1,921
Quality Control & Technical	36	38	37	40
Grand Total	5,300	5,176	5,156	5,080

DETAILS TO CONGRESS, AS OF SEPTEMBER 30

	1988	1989
SUMMARY		
Joint Committees	3	1
Senate Committees	23	26
House Committees	33	35
Miscellaneous	14	16
Total	73	78
JOINT COMMITTEES		
Joint Economic Committee	1	--
Joint Committee on Printing	2	1
Total Joint Committees	3	1
HOUSE COMMITTEES		
Agriculture	--	1
Appropriations	1	1
Armed Services	2	2
Banking, Finance, & Urban Affairs	2	1
Budget	1	1
District of Columbia	1	1
Education & Labor	1	1
Energy & Commerce	4	4
Foreign Affairs	2	1
Government Operations	2	2
Interior & Insular Affairs	2	2
Judiciary	2	2
Merchant Marines & Fisheries	1	2
Rules	1	1
Science & Technology	2	2
Small Business	1	2
Ways and Means	1	2
Select Committee on Aging	2	2
Select Committee on Children, Youth, and Families	1	1
Select Committee on Hunger	1	1
Select Committee on Narcotics Abuse & Control	2	2
Commission on Security & Cooperation in Europe	1	1
Total House Committees	33	35

	1989	1990 (est.)	1991 (est.)
Full-time equivalents (FTE's)	69	62	66
Total dollars (millions)	$4.0	$3.8	$4.8

DETAILS TO CONGRESS - Continued

	1988	1989
SENATE COMMITTEES		
Agriculture, Nutrition, & Forestry	1	1
Appropriations	4	5
Armed Services	1	1
Banking, Housing, & Urban Affairs	1	1
Budget	2	2
Finance	3	3
Foreign Relations	2	2
Governmental Affairs	1	1
Labor & Human Resources	1	2
Judiciary	3	3
Republican Policy	1	1
Veterans' Affairs	--	1
Select Committee on Impeachment	--	1
Select Committee on Intelligence	1	--
Select Committee on Indian Affairs	1	1
Special Committee on Aging	1	1
Total Senate Committees	23	26
MISCELLANEOUS		
Clerk of House of Representatives	4	3
House Legislative Counsel	3	2
Congressional Service Center (CRS)	1	1
Secretary of the Senate	2	2
Senate Legislative Counsel	3	6
Speaker of the House	1	2
Total Miscellaneous	14	16
Grand Total	73	78

CONGRESSIONAL RECORD PROGRAM ESTIMATED PAGE COSTS

	Fiscal year		
	1989	1991 (est.)	1991 (est.)
Per type page	$544	$493	$523
Per page per copy (in mills)	37.8	34.0	36.1

SUMMARY OF PUBLICATIONS BOUND FOR THE SENATE AND HOUSE
FISCAL YEAR 1989

	Number of Volumes Bound	Amount billed to Congressional Printing and Binding Appropriation
Senate Committees		
Appropriations	173	$19,023
Armed Services	22	2,179
Budget	30	3,665
Democratic Policy	8	923
Energy & Natural Rescoures	5	287
Environment & Public Works	82	7,850
Foreign Relations	17	2,112
Labor & Human Resources	79	15,404
Legislative Counsel	9	818
Small Business	18	1,358
Special Committee on Aging	90	8,609
Total for Senate Committees	533	62,228
Total Senate Members	2	190
Total Senate	535	$62,418
House Committees		
Agriculture	8	$1,240
Appropriations	325	3,245
Armed Services	20	2,924
Banking, Finance, & Urban Affairs	437	31,781
Budget	216	17,291
Commission on Security & Cooperation in Europe	45	4,966
District of Columbia	33	3,935
Education & Labor	112	16,205
Energy & Commerce	56	4,843
Foreign Affairs	166	14,819
Government Operations	100	13,603
Interior & Insular Affairs	24	4,984
Judiciary	143	15,361
Merchant Marines & Fisheries	75	11,049
Post Office & Civil Service	5	616
Select Committee on Hunger	56	5,212
Total for House Committees	1,821	152,074
Total House Members	11	1,615
Total House of Representatives	1,832	$153,689

COPYRIGHT ROYALTY TRIBUNAL

1111 20th Street, N.W.
Suite 450
Washington, D.C. 20036
(202) 653-5175

December 21, 1989

The Honorable Vic Fazio, Chairman
Subcommittee on Legislative Branch
Committee on Appropriations
U.S. House of Representatives
Washington, D.C. 20515

Dear Chairman Fazio:

The Copyright Royalty Tribunal hereby respectfully submits its FY 1991 funding request of $845,000 of which $718,000 will be transferred from royalty funds leaving a net regular bill request of $127,000. The FY 1991 request includes increases of $171,000. The increase in salaries and benefits reflect the 1990 cost of living increase, 1991 GS-18 pay cap adjustment, service expansion and within grade increases.

We estimate the FY 1991 workload will surpass the levels of previous years due primarily to additional Tribunal responsibilities created by the recently enacted Satellite Home Viewer Act. We also anticipate a need for additional hearings due to the reimposition of the syndicated exclusivity rules by the FCC and for the periodic overall cable rate adjustment.

Sincerely,

J. C. Argetsinger
Chairman

COPYRIGHT ROYALTY TRIBUNAL

	FY 1990	FY 1991
Salaries & Compensation	$427,000	534,000
Personnel Benefits	69,000	96,000
Travel & Trans.	1,000	1,100
Meetings & Conferences	2,000	2,200
Postage	1,000	1,100
Local telephone	3,000	3,400
Long distance telephone	1,000	1,000
Rental of Equipment	0	600
Rental of Space	94,000	104,000
Printing, forms	23,000	24,600
Other services, misc.	1,000	1,100
Services of other agencies/LOC	20,000	22,000
Tuition & Training	2,000	2,200
Repair of equipment	4,000	4,300
Cost of hearings	20,000	30,000
Office supplies	3,000	3,200
Books & Library materials	2,000	2,200
Equipment	1,000	12,000
Total CRT Budget	$674,000	$845,000
Less transfer from royalty funds	573,000	718,000
Total Regular Bill Funds	$101,000	$127,000

COPYRIGHT ROYALTY TRIBUNAL

	Total	Transfer from Royalty Funds	Regular Bill
1990 Regular Bill.....	$674,000	-$573,000	$101,000
1991 Estimate.....	$845,000	-$718,000	$127,000
	$171,000	$145,000	$ 26,000

Analysis of Increases

	FY 1990	FY 1991	Increase
1. Salaries and Compensation.....	$427,000	$534,000	$107,000

Current level + $87,000

This increase for to current level for salaries and compensation is necessary due to recent legislation adjusting the cost of living pay scales for staff members, the 1991 GS-18 pay cap adjustment for the commissioners, position reclassification/expansion, periodic within grade increases for (4) staff positions, and a service expansion to 10 positions.

Service Expansion + $20,000

This increase is needed to provide funding for a legal/research secretary (GS) 7 for the general counsel due to recent additions to the agency's jurisdiction and workload.

	FY 1990	FY 1991	Increase
2. Personnel Benefits.....	$69,000	$96,000	$27,000

Current level + $27,000

The increase in personnel benefits is primarily a result of the cost of living adjustments in 1990 and 1991 and increase of agency costs for employee retirement programs (FICA & FERS). a result of the 3.6% civilian pay raise, and the agency cost of the new federal retirement system.

3. Travel & Transportation	$1,000	1,100	$100

Current Level + $100

Additional travel on the part of the Tribunal's general counsel. Additionally, the Tribunal has found it occasionally useful to utilize staff in fact-finding research and meeting with potential claimants outside the Washington, D.C. area.

4. Meetings & Conferences	$2,000	$2,200	$200

Current Level + $200

The increase provides for the cost of registration and attendance of CRT personnel at trade industry and other government agencies meetings and conferences.

5. Postage	$1,000	$1,100	$100

Current Level + $100

The Tribunal anticipates additional mailing costs with the recent passage of the Satellite Home Viewer Act of 1988, Berne Convention and rate proceedings.

		FY 1990	FY 1991	Increase
6.	Local Telephone Current Level + $400	$3,000	$3,400	$400

The increase will cover inflationary costs and costs associated with relocation of Tribunal offices.

7.	Rental of Space Service Expansion + $10,000	94,000	104,000	$10,000

Due to circumstances beyond the Tribunal's control, the Tribunal is being forced to relocate its offices in FY 1990 due to condemnation of the building. GSA's estimate of rental space of FY 1991 is $104,000.

8.	Printing, forms Current Level + $1600	$23,000	$24,600	$1,600

This increase will be needed to fulfill the Tribunal's new statutory responsibilities in printing of notices, determinations and final rules in the Federal Register and Code of Federal Regulations.

9.	Other Services, Miscellaneous Current Level + $100	$1,000	$1,100	$100

This increase is needed for delivery and messenger services required by the Tribunal. With limited support staff and demanding hearing schedules, the Tribunal often does not have the staff flexibility to send the assistants on errands to other agencies as required without leaving the offices unmanned.

		FY 1990	FY 1991	Increase
10.	Services/Other Agencies Current Level + $2,000	$20,000	$22,000	$2,000

The Library of Congress is in the process of moving their entire payroll system to the National Finance Center (NFC) in New Orleans. The entire system should be operational in July 1990. In order to save excessive costs of setting up a complete communications system to the NFC, the Tribunal found it most cost-effective to remain a client of the Library in processing our payroll records. The increase will cost approximately $2000 per year for 10 positions in addition to the current level paid to the Library for other administrative services.

11.	Tuition & Training Current Level + $200	$2,000	$2,200	$200

To provide for the cost of tuition and training of CRT personnel for the new areas of jurisdiction.

13.	Griev & Arbitration Current Level + $10,000	$20,000	$30,000	$10,000

This increase will be needed for the cost of reporting and transcription services for the Tribunal's hearing schedule in FY 1991. Presently, the agency anticipates conducting proceedings in the areas of cable and jukebox distribution. Additionally and for the first time, the Tribunal will have home viewer satellite proceedings and will also conduct its periodic cable rate adjustment proceeding.

14.	Maint. and Repair of Equipment Current Level + $900	$4,000	$4,300	$900

The cost of maintenance and service of office equipment has increased. Additionally, the rental of the postage meter ($600) is also included in this allotment.

		FY 1990	FY 1991	Increase
15.	Office Supplies Current Level + $200	$3,000	$3,200	$200

Although the Tribunal has continued its policy of purchasing office supplies through the GSA and the Library of Congress to take advantage of the substantial break in the cost of supplies, the annual expenses for general supplies have increased.

16.	Books & Library Current Level + $200	$2,000	$2,200	$200

Subscriptions to trade publications reporting on Tribunal's responsibilities have increased.

17.	Equipment Current Level + $11,000	$1,000	$12,000	$11,000

The increase is needed to update the Tribunal word processing equipment. The word processors presently being used have become outdated, maintenance costly and the company has phased out this particular model. To operate the Tribunal in a more effective and efficient manner, it is necessary to upgrade the equipment.

Total Increases..... $171,000

SUMMARY

	FY 1990	FY 1991	Increase
Total Salaries and Expenses- Copyright Royalty Tribunal	$674,000	$845,000	$171,000

Service Expansion	+$30,000
Increase in Current Level	+$141,000

Schedule C

COPYRIGHT ROYALTY TRIBUNAL
Detailed Analysis of Change by Organization

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1990	8	101
Plus: Estimated reimbursements Currently Authorized from Royalty Funds		573
Budget Base, 1990	8	674
	1991 Request	
	Staff	Amount ($000)
I. Adjustments to Base		
A. Mandatory Pay and Related Costs	10	+134
1. Within-grade Increases - 1 periodic step increase for each (4) staff position.		4
2. Cost of Living increases -		+41
1990 COLA adjustment to pay scale		16
1991 GS-18 adjustment for Commissioners (P.L. 101-194)		25
3. Promotion/Position Change/Expansion		+42
4. FICA & FERS Increases for 6 positions and increase employer costs		+27
5. Staffing of Unfunded position		+20
B. Price Level Changes		0
C. Program Type Changes		+37
1. Travel - Local Transportation		+ 1
2. Rent, Communications & Utilities		+10
3. Printing and Reproduction		+12
4. Other Services		+ 2
5. Equipment		+12
II. Net Increase		+171
III. Total Appropriation Request, 1991	10	845

Schedule D

COPYRIGHT ROYALTY TRIBUNAL
Summary of Agency Request
FY 1991 Budget Request

	Calculation of Base	
	Staff	Amount ($000)
Appropriation, 1990	8	$101
Estimated reimbursements		573
Budget Base, 1990 (est.)	8	$674
Proposed Changes for FY 1991		
Mandatory Pay and Related Costs		$134
Price Level Changes		0
Program Type Changes:		
Other Services		$ 37
Total Proposed Changes		$171
FY 1991 Budget Request	10	$845

OVERVIEW OF CRT'S ROLE

The Copyright Royalty Tribunal (Tribunal) was created by §801(b) of Public Law of 94-553, the General Revision of the Copyright Law of 1976 (Title 17 of the United States Code) for the purpose of setting certain copyright royalty rates under compulsory licensing provisions and to make distributions of certain fees paid required by provisions of the Act. It is authorized to have five commissioners appointed for seven-year terms by the President with the advice and consent of the Senate. At present, the Tribunal is composed of three commissioners, with two positions vacant.

Specifically, the Tribunal's statutory responsibilities are detailed in sections 111, 115, 116, 116A, 118, 119 and 801 et seq. of Title 17 U.S.C. The Tribunal is involved in rulemaking and in adjudication. The rulemaking proceedings consist of adjusting royalty rates for the five compulsory licenses authorized under Title 17. The compulsory licenses are for:

1) secondary transmissions of copyrighted works by cable systems (Section 111),

2) production and distribution of phonorecords of nondramatic musical works (Section 115),

3) public performances of nondramatic musical works by coin-operated phonorecord players (jukeboxes) (Section 116 and 116A),

4) the use of certain copyrighted works in connection with noncommercial broadcasting (Section 118).

5) secondary transmission of copyrighted works by satellite carriers to private satellite dish owners (Section 119).

The Tribunal's adjudicatory functions are to distribute the cable television, satellite carrier and jukebox royalties collected to the copyright owners.

In both the rate making and distribution areas, the Tribunal seeks to foster settlements among the various competing interests. If such accommodation is not achieved, the Tribunal conducts hearings during which it receives evidence in order to base its determinations. In the case of the satellite carrier compulsory license, the Tribunal does not holding rate hearings, but instead reviews the results of the arbitration panel to see that its conclusions are in accordance with the criteria established in Section 119.

CRT'S ACCOMPLISHMENTS DURING FY 1989

1986 Cable Royalty Distribution Proceeding

During July, 1987, the Tribunal received 721 timely filed claims to the 1986 cable royalty fund. On December 15, 1987, the Tribunal published in the Federal Register a notice ascertaining whether any controversies existed concerning the distribution of the 1986 cable royalty fees. The parties were given until February 4, 1988 to respond. 52 FR 47626.

Upon the request of the parties who were engaged in settlement negotiations, the Tribunal postponed the deadline for responding to the ascertainment notice, first to March 4, 1988, then to April 15, 1988. On April 21, 1988, the Tribunal published in the Federal Register a notice that controversies did exist in both Phase I and Phase II of the 1986 Jukebox Royalty Distribution Proceeding. 53 FR 13144.

The Tribunal ordered Phase I direct cases to be produced on August 5, 1988. However, upon the parties's request for a delay in the filing of the written direct cases, citing that the over six hundred supplemental cable royalty filings the Copyright Office was processing would change the nature of the evidence that would be produced, the Tribunal agreed to extend the filing date to October 4, 1988.

On October 12, 1988, the Tribunal was informed that the parties had settled most of their differences in Phase I, leaving only the Program Suppliers, the Joint Sports Claimants and PBS still in controversy concerning their allocated share of the fund. On December 2, 1988, the Tribunal was informed that the Program Suppliers, the Joint Sports Claimants and PBS had settled their differences, and there remained no more controversies in Phase I.

On February 6, 1989, the Phase II claimants, MPAA, Multimedia and NAB, filed their written direct cases. The hearing of the direct cases took place on February 13, 14, 15, and 16, 1989.

Phase II rebuttal cases were filed February 27, 1989, and hearing of the rebuttal cases took place on March 2, 6, 7, and 8, 1989.

The Tribunal published the final determination of the 1986 cable royalty distribution proceeding in the Federal Register on April 21, 1989. 54 FR 16148. None of the parties to the proceeding appealed the Tribunal's decision.

Modification of Rules of Procedure [Docket No. 88-3-RM]

The Tribunal, on its own motion, initiated a complete review of its rules and regulations during 1988. The review resulted in a proposal to revise, amend, or completely re-write over 30 different rule sections in Part 37 of the Tribunal's rules.

The Tribunal published in the Federal Register a notice of its proposed rule changes on October 31, 1988. 53 FR 43899.

The main features of the proposed rules were: (1) to eliminate unnecessary filings, such as the proposal by the Tribunal to reduce the number of copies to accompany each filing with the agency, and to eliminate the justification of claim procedure in the jukebox royalty distribution proceedings; (2) to conform the Tribunal's rules to changes in U.S. laws such as Freedom of Information Act, the Copyright Act and the recently passed amendment to Title 28 of the U.S. Code providing for the selection of the court of appeals where multiple appeals have been filed; (3) and to codify changes in the Tribunal's hearing procedures which have been followed since the 1983 Cable Royalty Distribution Proceeding.

Public comments were due to be filed December 15, 1988. The Tribunal received comments from ASCAP, BMI, the Joint Sports Claimants, MPAA, NAB, NCTA, NMPA, NPR, and PBS.

Taking into account the suggestions made by the comments, the Tribunal published the final version of its modification of rules of procedure in the Federal Register on March 28, 1989. 54 FR 12614.

Satellite Carrier Compulsory License Rules [Docket No. 89-3-RM]

To implement the provisions of the Satellite Home Viewer Act of 1988 creating a satellite carrier compulsory license, the Tribunal initiated a rulemaking proceeding. The proposed rules provided for the filing of the satellite carrier claims and the rules of procedure for distributing the satellite carrier compulsory license fees, and were published in the Federal Register on May 18, 1989.

Comments were due June 19, 1989. The Tribunal received comments from ASCAP, BMI, the Joint Sports Claimants, MPAA, and SESAC, Inc.

Taking into account the suggestions made by the comments, the Tribunal published the final rules in the Federal Register on August 10, 1989. 54 FR 32811.

24-786 O—90——40

1987 Jukebox Royalty Distribution Proceeding

During January, 1988, the Tribunal received timely filed claims to the 1987 jukebox royalty fund from ACEMLA, ASCAP, BMI and IBC. On October 28, 1988, SESAC, Inc. filed a motion for acceptance of its late-filed claim.

By letter dated December 7, 1988, IBC informed the Tribunal that it was withdrawing its claim. Similarly, on January 9, 1989, SESAC, Inc. withdrew its motion for leave to file a late-filed claim.

Procedural dates for the hearing of the ACEMLA - ASCAP/BMI controversy (ASCAP and BMI had earlier informed the Tribunal that they had settled their differences concerning the 1987 jukebox fund) were issued by order on April 4, 1989. However, on April 24, 1989, ACEMLA informed the Tribunal that it had reached a two-year settlement with ASCAP and BMI and was withdrawing its claims to the 1987 and 1988 jukebox fund.

Noting that controversies no longer existed concerning the distribution of the 1987 jukebox royalty fund, the Tribunal published its final determination in the Federal Register on May 8, 1989. 54 FR 19599.

Cost of Living Adjustment for Performance of Musical Compositions by Public Broadcasting Entities Licensed to Colleges and Universities.

On December 1, 1988, the Tribunal published in the Federal Register the cost of living adjustment of the royalties paid by public broadcasting entities licensed to colleges and universities which are not affiliated with National Public Radio for the use of copyrighted published nondramatic musical compositions.

1987 Cable Royalty Distribution Proceeding

During July, 1988, the Tribunal received 675 timely filed claims to the 1987 cable royalty fund.

On February 1, 1989, the Tribunal asked for comments from the claimants whether any controversies existed concerning the distribution of the 1987 cable royalty fund. Comments were due March 23, 1989.

On March 30, 1989, the Tribunal announced that controversies did exist in both Phase I and Phase II of the 1987 cable distribution proceeding, effective April 3, 1989. 54 FR 13101.

On April 24, 1989, the Tribunal published in the Federal Register notice that all controversies in Phase I had been resolved, and identified that there appeared to be four controversies in Phase II - in the Program Suppliers category, the Noncommercial Television category, the Music category and the Devotional Claimants category. 54 FR 16386.

However, by the close of FY 1989, two more settlements had been reported to the Tribunal, and controversies remained only in the Music category and the Devotional Claimants category. Hearings in those categories were scheduled for the beginning of FY 1990.

Adjustment of Cable Royalty Rates [Docket No. 89-5-CRA]

Subsequent to the FCC's action reinstating its syndicated exclusivity blackout rules, the Tribunal received two petitions to make adjustment in the cable royalty rates. The petitions were filed by Community Antenna Television Association and National Cable Television Association.

The Tribunal asked the public for comments on both petitions. 54 FR 24733 (June 9, 1989); 54 FR 26233 (June 22, 1989). Comments were due August 1, 1989. The comment period was extended by order to September 6, 1989.

After considering the comments, the Tribunal determined that it was in the best interest of the issues involved to postpone consideration of CATA's and NCTA's petitions until after January 1, 1990, at which time the Tribunal expects that it would consider their petitions promptly. 54 FR 38266 (September 15, 1989).

1988 Jukebox Royalty Distribution Proceeding [Docket No. 90-1-88JD]

During the month of January, 1989, five parties filed timely claims: ACEMLA, ASCAP, BMI, IBC and SESAC.

1988 Cable Royalty Distribution Proceeding

During the month of July, 1989, 725 timely filed claims to the 1988 cable royalty fund were received by the Tribunal.

CHANGES IN CRT PLANS FOR FY 1990 AND FY 1991

As a result of the expansion of Tribunal responsibilities created by the newly enacted Satellite Home Viewer Act, the U.S. Berne Convention Treaty and the reinstatement of the syndicated exclusivity rules by the FCC, it is anticipated there will be a growth in the Tribunal's workload in comparison to previous years.

CRT GOALS FOR FY 1991

In FY 1991 the CRT will continue to fulfill its requirements in the most effective, efficient and economical manner possible.

CRT WORKLOAD

	FY 1989	FY 1990 (est.)	FY 1991 (est.)
Timely Claims filed	725	1000	1150
Proceedings pending from prior years	1	1	3
Proceedings initiated during the FY	2	4	3
Proceedings completed during the FY	2	2	1
Proceeding in progress at end of the FY	1	3	5

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Program and Financing (in thousands of dollars)

Identification code 09-0310-0-1-376		1989 actual	1990 est	1991 est
	Program by activities:			
10.00	Total obligations	617	674	845
	Financing:			
11.00	Offsetting collections from: Federal funds	-510	-573	-718
25.00	Unobligated balance lapsing	16		
40.00	**Budget authority (appropriation)**	**123**	**101**	**127**
	Relation of obligations to outlays:			
71.00	Obligations incurred, net	107	101	127
72.40	Obligated balance, start of year	100	101	86
74.40	Obligated balance, end of year	-101	-86	-109
77.00	Adjustments in expired accounts	-35		
90.00	Outlays	70	116	104

Object Classification (in thousands of dollars)

Identification code 09-0310-0-1-376		1989 actual	1990 est	1991 est
11.1	Personnel compensation: Full-time permanent	390	426	534
12.1	Civilian personnel benefits	59	69	96
21.0	Travel and transportation of persons		3	3
23.1	Rental payments to GSA	92	94	104
23.3	Communications, utilities, and miscellaneous charges	4	5	6
24.0	Printing and reproduction	19	23	25
25.0	Other services	46	48	60
26.0	Supplies and materials	2	3	3
31.0	Equipment	5	3	14
99.9	Total obligations	617	674	845

Personnel Summary

Total number of full-time permanent positions	12	12	12
Total compensable workyears: Full-time equivalent employment	8	8	8

GENERAL ACCOUNTING OFFICE

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Abbreviations

ADP	Automated data processing
AFMD	Accounting and Financial Management Division
AID	Agency for International Development
AIDS	Acquired Immune Deficiency Syndrome
AMS	American Management Systems
BLM	Bureau of Land Management
BOC	Budget object class
CAPS	Central Assignment and Payables System
CDC	Center for Disease Control
CFC	Chlorofluorocarbons
CHAMPUS	Civilian Health and Medical Program of the Uniformed Service
CPA	Certified Public Accountant
CPE	Continuing professional education
CSRS	Civil Service Retirement System
DCAA	Defense Contract Audit Agency
DLA	Defense Logistics Agency
DOA	Department of Agriculture
DOD	Department of Defense
DOE	Department of Energy
DOT	Department of Transportation
EPA	Environmental Protection Agency
EPRP	Equal Promotion Review Program
ERISA	Employee Retirement Income Security Act
ESOP	Employee stock option plan
FAA	Federal Aviation Administration
FADA	Federal Asset Disposition Association
FBI	Federal Bureau of Investigation
FCIC	Federal Crop Insurance Corporation
FDA	Food and Drug Administration
FEGLI	Federal Employees Group Life Insurance
FEHBA	Federal Employees Health Benefits Act
FERS	Federal Employees Retirement System
FIA	Financial Integrity Act
FSLIC	Federal Savings and Loan Insurance Corporation
FTS	Federal Telecommunications System
FY	Fiscal Year
GAO	General Accounting Office
GASB	Government Accounting Standards Board
GGD	General Government Division
GPO	Government Printing Office
GSA	General Services Administration
HHS	Health and Human Services
HIS	House Information Systems
HRD	Human Resources Division
HUD	Housing and Urban Development
HVAC	Heating, ventilation, and air conditioning
IDI	INTOSAI Development Initiative
IG	Inspector General
IMTEC	Information Management and Technology Division

Schedule B

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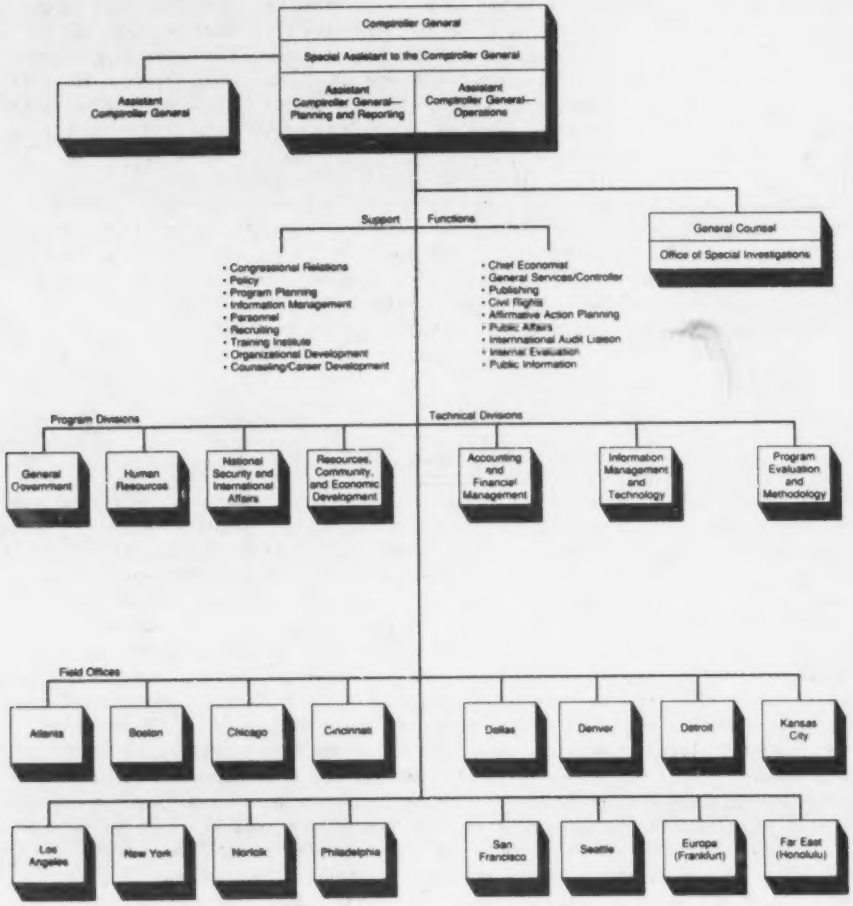
ANALYSIS OF CHANGE TO BUDGET BASE BY ORGANIZATION AND OBJECT CLASS

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES: EQUIPMENT, ALTERATIONS, MAINTENANCE REPAIRS, ETC.		TOTAL CHANGES	
	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)	STAFF	DOLLARS ($000)
1. Breakdown by Organization:								
Copyright Royalty Tribunal		$134				$37		$171
2. Breakdown by Object Class:								
11 Personnel Compensation		$107						$107
12 Personnel Benefits		$ 27						$ 27
13 Benefits to Former Personnel								
21 Travel						$ 1		$ 1
22 Transportation of Things								
23 Rent, Communications & Utilities						$10		$ 10
24 Printing and Reproduction						$12		$ 12
25 Other Services						$ 2		$ 2
26 Supplies and Materials								
31 Equipment						$12		$12
32 Land and Structures								
42 Insurance Claims & Indemnities								
Total		$134				$37		$171

INF	Intermediate Nuclear Forces
INS	Immigration and Naturalization Service
INTOSAI	International Organization of Supreme Audit Institutions
IRM	Information Resource Management
IRS	Internal Revenue Service
JFMIP	Joint Financial Management Improvement Program
MATS	Management and Assignment Tracking System
MSP	Merit selection process
NATO	North Atlantic Treaty Organization
NFC	National Finance Center
NIH	National Institutes of Health
NORAD	North American Radar Air Defense
NSIAD	National Security and International Affairs Division
OAAP	Office of Affirmative Action Plans
OCE	Office of the Chief Economist
OCG	Office of the Comptroller General
OFPP	Office of Federal Procurement Policy
OGC	Office of the General Counsel
OMB	Office of Management and Budget
OPC	Office of Printing and Communications
OIP	Operations Improvement Program
OPI	Office of Public Information
OPM	Office of Personnel Management
OSI	Office of Special Investigations
PAQRS	Post-Assignment Quality Review System
PEMD	Program Evaluation and Methodology Division
PFP	Pay-for-Performance
PMI	Presidential Management Intern
RCRA	Resource Conservation and Recovery Act
RJE	Remote job entry
RTC	Resolution Trust Corporation
SES	Senior Executive Service
SSA	Social Security Administration
TI	GAO Training Institute
USC	United States Code
VA	Department of Veterans Affairs
WIC	Women, Infants and Children
WITS	Washington Interagency Telecommunications Service
WTCV	Weapons and Trade Combat Vehicles

Organization of the U.S. General Accounting Office



OVERVIEW

Dealing with the budget deficit is one of the major problems facing Congress today. General Accounting Office (GAO) has given high priority to initiatives and studies addressing this problem in support of the Congress. However, much more work remains to be done. The GAO, based on the experience and knowledge gained through its audit and evaluation work in support of the Congress, is in an excellent position to do that work. But the agency needs more resources if it is to provide the kind of coverage needed to fully address issues of this magnitude.

The GAO appropriation request for fiscal year 1991 includes the resources needed by the agency to continue to fully address congressional needs for information and allow the agency to utilize more of its audit and evaluation resources for work aimed at (1) identifying and preventing mismanagement, fraud, and waste in federal programs, (2) performing work related to worldwide political, military, and economic restructuring e.g., European Economic Community, Warsaw Pact, and Asian-Pacific Countries, and (3) conducting audits and evaluations in areas where a significant potential for savings exist.

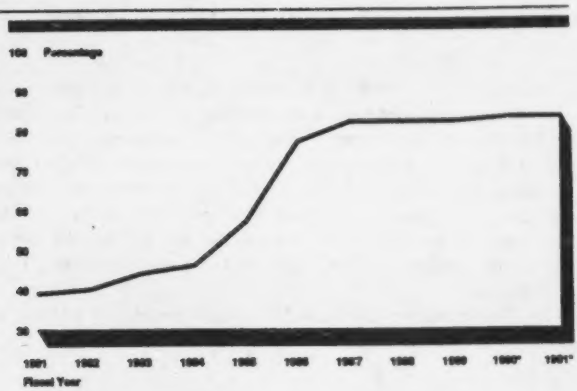
Fiscal Year 1991 Appropriation Request

GAO is requesting $427,248,000 for fiscal year 1991 and authority to use $5.9 million from the fund authorized by P.L. 100-545 for the operation, maintenance, and rehabilitation of the GAO Building. The request represents an increase of $69,151,000 more than the 1990 appropriation net of sequestration. Fifty-one percent ($35.0 million) of the increase is required to meet mandatory cost changes in personnel compensation and benefits and price-level changes in costs for existing levels of service. Ten percent ($6 million) is the cost associated with a modest increase of 100 additional average positions. The average position increase combined with the remaining increase of thirty-nine percent ($28.1 million) will provide the staff, services and equipment such as consultant and expert services, travel, and microcomputers needed to further increase the agency's ability to respond to the Congress in a timely manner and more fully address the congressional need for assistance in dealing with the budget deficit. Also included in the $28.1 million is funding to maintain the program for removing asbestos and modernizing GAO's facilities to handle those technological advancements that will further enhance agency efficiency and effectiveness. These increases are explained more fully on pages and of this Overview, in the Schedule C explanations, and in the Budget Detail.

Work Load

GAO's audit and evaluation work is categorized into 36 issue areas. Since fiscal year 1981, GAO has experienced a dramatic increase in the percentage of its resources devoted to congressional request work load and virtually no increases in staffing to handle this growing workload (See figure 1). As a result, congressional request work requires 100 percent of resources in certain issue areas and 80 percent in most. GAO has taken a number of actions to deal with this increasing workload. The agency has redirected many of its resources from work done to satisfy basic legislative requirements and has implemented a number of new initiatives to increase staff efficiency--operational improvements as well as capitalizing on technological advances. GAO continues to look for new and better ways to do its work and to look for opportunities to redeploy its resources from lower priority work.

Percentage of Direct Assistance Provided to the Congress (figure 1)



*Estimated

Highlights of GAO Work

During fiscal year 1989, GAO helped to gather information and analyze data for the Congress on such controversial matters as overhauling the federal budget process, meeting the deficit threat, analyzing defense spending, addressing the savings and loan crisis, focusing attention on flawed management systems, identifying inequities and inadequate cost controls in the nation's health care systems, dealing with problems in the nuclear defense complex, and coping with the illicit drug situation. GAO's staff traveled across the nation and around the world to secure first hand information needed by the Congress for sound oversight and legislative decisions.

In the following sections, a few of the major issues GAO worked on during 1989 are discussed.

Addressing the Growing Budget Deficit

GAO has placed great emphasis on addressing the many problems facing government as a direct result of the U.S. Treasury's $3 trillion debt. In its review of the deficit, GAO has concentrated both on the current federal budget and the federal budget process. Studies on the current budget have focused on the use of "budgetary accounting gimmicks" that hide the fact that the deficit is growing, not shrinking. Based on these studies, GAO has recommended restructuring the current budget to require separate subtotals for Social Security and similar trust fund surpluses. GAO has also identified a number of ways to improve the federal budget process. GAO believes that adopting a "budget summit" model is a key to overcoming the deficit problem because it would involve the leaders of the executive and legislative branches reaching a bipartisan agreement early in the budget process.

The Savings and Loan Crisis--A First Step is Taken

Since 1984, GAO has produced over 30 testimonies, letters, and reports urging that decisive action be taken to address the failing savings and loan industry. Action has finally been taken with the Financial Institutions Reform, Recovery, and Enforcement Act of 1989, which provides funds to protect insured deposits, to increase the capital of savings and loans, and to increase the regulation and supervision of the industry. The Resolution Trust Corporation (RTC), created by the act to resolve troubled savings and loans and the Federal Deposit Insurance Corporation (FDIC), have the very difficult task of managing this crisis. GAO is poised and ready to assist both the regulating agencies and the Congress with timely information on the progress of this federal rescue and on ways to prevent future crises.

Caring for an Aging Nation

The combination of rising costs and unequal access has placed our nation's health care in a state of serious crisis. Current attempts to solve cost and access problems have focused only on one subsystem and have suffered from a lack of coordination among all the subsystems. GAO maintains that it is essential to approach issues by addressing the health care system as a whole and that the federal government should take the lead in resolving this crisis. GAO recognizes the magnitude of the task that government

policymakers face in developing a comprehensive solution to the many aspects of this critical problem. Congress will, no doubt, grapple with aspect of it in several future session, and members will rely on GAO to provide information, analysis, and options.

A Problem of Immense Concern--Drugs

According to public opinion polls, drug abuse ranks as the most serious problem facing the United States today. GAO has been very involved in the debate over antidrug policies. The appointment of William Bennett as the first Director of the National Drug Control Policy represents the implementation of a proposal first made by GAO in 1979. GAO has produced numerous reports and testimonies that have demonstrated how past drug enforcement and interdiction programs have not worked. In the past the focus of the antidrug strategy has been on reducing the drug supply, instead of reducing the demand for drugs. The severe limitations on federal spending require the establishment of priorities within a national strategy and will force many spending tradeoffs. GAO plans to continue to assist the Congress as it seeks to make the difficult spending decisions and will continue investigating possible options which may lead to a realistic solution to this very serious problem facing society.

A Realistic Approach to Defense Spending

Because our nation's defense cost two and one-half trillion dollars during the 1980s, Congress has been focusing a great deal of attention on the manner in which the Department of Defense (DOD) prepares its spending plans. In testimony before the Senate Armed Services Committee, GAO estimated that DOD is faced with reductions of $150 billion in its 1990-91 five-year spending plan. These reductions are in addition to those already made for 1990. To accomplish this, GAO believes that DOD needs a national security policy and strategy to allow DOD to set priorities and use them to reduce its budget. DOD's strategy needs to reflect current national foreign policy issues that have a direct bearing on defense. For example, recent events in Germany and Eastern Europe could lead to further arms reduction agreements, which would mean that significant cuts could be made in the DOD budget.

Nuclear Waste

The world's first atom bomb led to the end of World War II and the start of the cold war as the United States and the Soviet Union began to build arsenals of sophisticated nuclear weapons. Unfortunately, in our haste to compete, we failed to properly manage the resulting radioactive waste. The task of reversing these past mistakes has now fallen upon the Department of Energy (DOE). In over 50 reports and testimonies during the past 10 years, GAO has focused attention on DOE's management of the nation's nuclear weapons facilities. This federal agency has allowed contamination at facilities that could cost $65 million to clean up and overlooked the $90 billion in modernization and improvements necessary to make these facilities comply with environmental laws. Although DOE issued its first 5-year plan to correct the nuclear weapons crisis in August 1989 any permanent solution to this complex problem is years away. GAO believes that proper oversight is a key element to ensuring DOE stays fully committed to the successful implementation of this plan. Proper oversight is a key element in ensuring such commitment.

Improving Government Management

Poor management practices, faulty internal control systems, antiquated financial systems, and numerous problems in human resource management development have severely reduced the government's ability to meet the needs and provide the services that the American people require and expect. Failures and scandals in DOD and HUD have been well publicized but represent only a fraction of the areas in which billions of dollars are wasted and mismanaged every year. Internal control systems must be upgraded to provide early indications of where fraud and abuse may be occurring. More importantly, such indications must be pursued aggressively in order to reduce the likelihood of fiscal mismanagement. The antiquated federal accounting systems prevalent throughout today's government stand as one of the largest obstacles to the realization of any success, and it is critical that these obsolete systems be addressed. Improvements in systems and management, however, can only be truly realized by the creation of the highest quality federal work force possible. GAO reports have outlined ways in which the Office of Personnel Management (OPM) and the Office of Management and Budget (OMB) can recruit highly qualified technical personnel, retain them, and through training fill the increasing number of technical positions from within. Through these reforms and leadership from OPM and OMB, the federal government can regain its responsiveness to the needs of the American people.

Can Today's Systems Technology Be Successfully Managed?

The history of technology management in the federal government is wrought with glaring examples of failure. Attempts to use modern technology to improve service and achieve mission goals have consistently resulted in expensive mistakes by agencies who proceeded to develop information systems without a clear vision of the desired functions and goals. The Federal Aviation Administration (FAA), Social Security Administration (SSA), Internal Revenue Service (IRS), and North American Radar Air Defense (NORAD) are all glaring examples of agencies who experienced failures in developing information systems. GAO's 1989 symposium, "Meeting the Government's Technology Challenge," brought leaders from industry, the executive branch, and the Congress together for the first-time to explore ways to reverse this tradition of failure. The symposium resulted in recommending how to successfully implement new technology. The highest quality staff led by a clear vision of today's top management is the key to effectively harnessing the power of the most modern technology.

Measurable and NonMeasurable Financial Benefits Reported in Fiscal Year 1989 Resulting From GAO Work and Products Issued

Much of GAO's work results in recommendations to the Congress and federal agencies to improve in the management and efficiency of government operations and programs. In fiscal year 1989, GAO made 1,172 such recommendations.

Each year, the Congress's and federal agencies' response to GAO's recommendations save the government billions of dollars. In 1989, GAO contributed to legislative and executive branch actions that resulted in $7.8 billion worth of measurable financial benefits. These benefits, summarized in table 1, ranged from budget reductions by the Congress and the executive branch to more effective use of funds for more pressing needs.

Table 1: Measurable Financial Benefits Reported in Fiscal Year 1989
Dollars in Millions

	Period of Accomplishment			
	Prior FYs	FY 1989	Future FYs	Total
Total	$2,667.3	$4,303.6	$ 869.0	$7,839.9
By Category				
Measurable Budgetary Benefits	$1,743.5	$2,411.2	---	$4,154.7
Other Measurable Benefits	$ 923.8	$1,892.4	$ 869.0	$3,685.2

Table 2 shows, by issue area and area of interest, total measurable benefits to which GAO's work contributed.

Table 2: Financial Benefits Attributable to the Work of GAO in Fiscal Year 1989 By Issue Area/Area of Interest
Dollars in Millions

Issue Area/Area of Interest	Measurable Financial Benefits
Tax Policy and Administration	$1,375.4
Administration of Justice	11.6
Federal Civilian Work Force	226.2
Health: Medicare/Medicaid	169.0
Health: Direct Delivery	232.0
Education and Employment	574.3
Air Force	1,323.0
Army	319.4
Navy	812.0
Research, Development, Acquisition, and Procurement	1.2
Manpower and Reserve Affairs	250.7
Command, Control, Communications, and Intelligence	514.0
Security and International Relations	20.0
Foreign Economic Assistance	185.5
International Trade and Finance	125.0
Energy	73.8
Food and Agriculture	5.4
Transportation Systems and Policies	656.3
Environmental Protection	25.0
Natural Resources Management	5.5
Internal Controls and Financial Management System Audits	736.5
Information Management and Technology	108.4
Program Evaluation and Methodology	84.4
Other GAO Work (Claims Judgment Fund)	5.2
Total	$7,839.9

GAO's work also resulted in many improvements in government operations and services that are difficult to quantify, but could yield large payoffs, as the following examples show.

-- GAO's review of DOD's Five-Year Defense Program led to changes in DOD's calculation of growth rates, inflation estimates, and the removal of excess programmed funds. These changes could yield over $147 billion in reductions in the program through fiscal year 1994 and billions of dollars in future DOD budgets.

-- GAO's extensive reviews of the Federal Savings and Loan Insurance Corporation and the thrift industry helped force congressional action to institute financial controls over the industry and a plan to bailout failed institutions before billions more in federal funds could be wasted.

-- GAO's persistence helped establish statutory inspectors general in the Justice and Treasury Departments and numerous other agencies. Strengthening oversight of these agencies could yield billions of dollars in future financial benefits.

-- GAO's work in the securities markets influenced the Congress and the Securities and Exchange Commission to better combat insider trading and use informants in their investigations. A GAO review covering automation of the Chicago futures exchanges resulted in these exchanges developing an electronic audit trail system to focus on preventing and detecting trading abuses.

-- Despite the threat of losing highway funds, one-fifth of the states had refused to increase their minimum drinking age to 21. After GAO's work validated the life-saving effects from increasing the minimum drinking age, all 50 states and the District of Columbia raised their minimum drinking age. The Department of Transportation estimates that this changes saved about 1,000 lives during 1987.

Highlights of GAO's work in 36 issue areas and areas of interest are discussed below.

Financial Institutions and Markets

GAO's work had major influence on the formulation of legislation resolving the savings and loan crisis and tightening future market regulation of trade practice abuses. The thrift rescue legislation adopted many key concepts that GAO had discussed in its report, Troubled Financial Institutions: Solutions to the Thrift Industry Problem (GAO/GGD-89-47, Feb. 21, 1989). GAO's work on the Commodity Futures Trading Commission's oversight of trading abuses led the Senate authorizing committee to ask for help drafting legislation to implement GAO's recommendations for independent, precise, and complete timing on trades in the futures market to prevent the kind of abuses uncovered by the Federal Bureau of Investigations (FBI).

GAO's work has also influenced federal regulators to improve their operations. For example, as a result of GAO's work on check cashing, the Department of the Treasury is working with three groups on alternative ways to deliver government benefits. Treasury will test implementation of Electronic Benefits Services in 1990. When this project is completed in 1995, Treasury estimates it will save about $26 million annually. SSA will soon test using debit cards to deliver Supplemental Security Income benefits. Similarly, the Federal Reserve System agrees with GAO's recommendations to revise check collection procedures.

Tax Policy and Administration

GAO has issued many reports containing recommendations to improve Internal Revenue Service (IRS) operations and address tax policy concerns. For example, GAO has recommended ways to enhance state and local government compliance with information reporting requirements and has suggested changes to our system of tax penalties to more effectively and equitably deter noncompliance.

In the tax policy area, GAO has made major contributions to the debate over revenue options and tax expenditures. GAO's transition report on revenue options discussed various alternatives and tradeoffs available to the Congress and the administration for closing the budget deficit with new revenues. Another report showed that an additional $12 to $75 billion could be raised over 5 years if federal excise taxes on such products as alcohol and tobacco were indexed to keep pace with inflation. GAO's report on the research and development tax credit pointed the way to significantly increase the effect of credit on business' spending, and pending bills incorporated the changes discussed in the report. Finally, GAO's tax policy recommendations on taxing single premium life insurance were adopted by the Congress in the Technical and Miscellaneous Revenue Act of 1988, resulting in $2 billion of added revenue due to changes eliminating the tax advantage associated with this insurance. Of this total amount $181.5 million was claimed during this period.

In the tax administration area, GAO issued three reports on the effectiveness of IRS programs to identify and tax income earned by independent contractors. IRS has already adopted GAO's innovative computer matching approach to identify employers who misclassified workers as independent contractors. This approach has already yielded assessments of about $10 million in taxes and penalties. GAO has also worked closely with IRS to develop a credible independent testing system that is now being used by IRS to evaluate the accuracy of its telephone assistors responses to the public's tax law questions.

Administration of Justice

GAO's call for a "drug czar" over the last 12 years was heeded in 1989 with the presidential appointment of the director, Office of National Drug Control Policy. As envisioned, the Director began providing central oversight through a National Drug Control Strategy. In addition, GAO's work on drug interdiction--the largest single component of the federal antidrug budget--has influenced the Congress' decision not to expand interdiction efforts at this time.

In the immigration area, GAO provided the Congress with the second of three required reports on the implementation of the Immigration Reform and Control Act of 1986. GAO concluded that generally the act was being satisfactorily implemented; however, it raised concern about reported discrimination practices against authorized workers. In response to GAO's recommendation, the Department of Justice established a task force to coordinate education efforts to promote better understanding of the act.

General Management Issues

During fiscal year 1989, GAO's general management reviews contributed to agency management improvement efforts, as well as met congressional oversight needs. GAO issued reports on the Department of Agriculture (DOA), OPM, OMB, and DOD reserve components and the National Guard. Agency comments have also been received on draft reports to the Department of Health and Human Services (HHS) and the General Services Administration (GSA). Each of these reports contained significant recommendations aimed at improving agency management, most of which the agencies agreed to implement. For example, the GSA report contained 34 recommendations, several of which GSA began implementing before the report was issued. Specifically, GSA established a strategic planning process to involve all organizational elements in planning and ensuring participation and commitment from a broad spectrum of its management. GSA also initiated steps to address its human resources management problems by seeking outside assistance from American University under the Intergovernmental Personnel Act.

GAO's work during fiscal year 1989 on the management of seized and forfeited assets by the Department of the Treasury's Customs Service and the Department of Justice's Marshals Service continued to be successful. The seized assets program has received continued attention from five congressional committees who are supportive of our work. Over the years, Congress and these agencies have taken action on our recommendations and achieved financial benefits of $430 million.

Work Force Quality

GAO's work contributed to congressional debate and action on many key issues relating to work force quality and resulted in substantial financial benefits and significant improvements in agency operations. For example, during fiscal year 1989, over $200 million was saved by the government's improved use of consultants and the administration of the Federal Employee Health Benefits Program. GAO also expects the Congress to act during fiscal year 1990 on exempting federal health insurance premiums from taxation by state and other governmental entities. GAO work also influenced the Congress's decision to extend the executive branch's pay-for-performance system for its GM-13 through GM-15 managers and supervisors.

Government and Business Operations

GAO's work demonstrated the long-term disadvantages of heavy reliance on leasing office space, brought about improvements in the national building purchase program, and contributed to a legislative proposal to construct 21 new buildings to replace costly leased space. GAO's work on aircraft management in civilian agencies led to rewriting the applicable OMB circular and closer scrutiny of the need for and use of 1,200 civilian agency aircraft. A review of large-dollar contracts in four civilian agencies identified common contract administration deficiencies that the Office of Federal Procurement Policy is pursuing on a governmentwide basis. At the U. S. Postal Service, GAO brought about major changes in the real estate, disciplinary, and injury compensation programs. The productivity staff examined cost issues surrounding OMB Circular No. A-76 contracting out program and analyzed the reasoning behind a proposal to contract out the production of postage stamps.

Government Information and Statistics

GAO's reports and testimony helped oversight committees focus on important cost and personnel issues for the 1990 Decennial Census. GAO's work documented the need for geographic wage rates to improve recruitment and retention of about 400,000 temporary workers and influenced legislation to expand the census labor pool. GAO's work also influenced the Department of Commerce and the Congress to focus attention on leadership problems affecting the promotion and outreach effort. GAO also catalogued the information dissemination practices and capabilities of 63 federal agencies and compared them to the needs of major categories of federal information users. In another review GAO found uneconomical management practices, such as a decision by one agency to spend $2.4 million to send a voluminous environmental impact statement to 16,000 citizens who had commented on the Supercollider. GAO's work on the implementation of employee drug testing at federal agencies revealed a need for greater central management of the program.

Income Security

GAO proposed major internal control changes to improve the accuracy of earnings records at the SSA and reduce errors in claims processing at the Department of Veterans Affairs (VA). GAO also identified legal provisions that allow veterans to be compensated for disabilities unrelated to military service; this compensation amounts to over $1.7 billion per year. As a result of GAO's review of SSA the agency established initiatives to improve management.

Medicare and Medicaid

Two recently enacted provisions resulted in financial benefits of $250 million annually. One provision restricted the maximum payment amount for lab services, and the second restricted the payment level for home dialysis.

During fiscal year 1989, GAO identified several Medicare/Medicaid program areas in which congressional action could lead to financial benefits, such as: savings of $1.2 billion over 3 years by reducing medical education payments to teaching hospitals, potential financial benefits of $500 million annually from programs to recover the cost of Medicaid assistance from the estates of nursing home patients who received Medicaid assistance, substantial financial benefits from prohibiting referral of Medicare and Medicaid patients by physicians to their own facilities for services, and potential financial benefits of $100 million annually from recovering savings bond assets owned by Medicaid recipients in nursing homes.

Many of our reports provided insight and information that the Congress used to respond to health policy issues. For example, our analysis of options to reduce the costs or benefits of the Medicare Catastrophic Act and our estimates of the cost to Medicaid of repealing the act were used during the debates on repeal. The Congress also used our work on HMO physician incentives and HMO payment levels in their assessment of proposals for changing the program.

Federal Health Care Delivery

GAO's recommendations and analysis continued to help the Congress improve the cost effectiveness of DOD's and VA's health care systems and the quality of care provided to the agencies' health care beneficiaries. In fiscal year 1989, we provided reports, briefings, and testimonies on issues ranging from the effectiveness of DOD's principal initiative to reform the Civilian Health and Medical Program of the Uniformed Services (CHAMPUS) to the need for VA to improve its procedures for verifying the credentials of the physicians it employs. Because most of our work is requested by committee chairmen, and is closely aligned to their legislative agendas, GAO plays a substantive role in legislative developments.

Public Health and National Health Issues

During fiscal year 1989, GAO contributed significantly to congressional oversight of the Food and Drug Administration (FDA). FDA is initiating action in response to reports on inspection of imported and domestic foods that pointed out how to accomplish program improvements and greater efficiency. A report on FDA

resource management recommended a strategy that was incorporated in the FDA Revitalization Act. GAO's report on health care access on the Texas-Mexico border led to improvements in the delivery of services in that area. GAO work on AIDS education has led the Center for Disease Control (CDC) to target more resources on this important area. GAO's report on long-term care insurance contained recommendations that have been incorporated in pending legislation and have prompted state regulatory action.

Education and Employment

During fiscal year 1989, GAO's work contributed significantly to legislation that resulted in savings and improvements in agency operations. For example, GAO documented financial benefits of $574 million in programs providing federal aid to postsecondary students; this includes $140 million in reduced federal expenditures when legislation was enacted to require Pell grant recipients to have a high school diploma and $305 million in defaulted student loan collections due to extension of the IRS tax refund offset program. In response to GAO briefings, testimonies, and a report on the Carl D. Perkins Vocational Education Act, the Congress is considering major revisions to the act. In response to GAO's management study and testimony on the Department of Education's Office of Special Education and Rehabilitative Services, action was initiated to improve agency management practices. GAO testimony and a report on the Job Training Partnership Act provided the impetus for Congress's first major rewrite of the act to focus on those most in need, to provide more high- and moderate-skill training, and to reform the use of on-the-job-training contracts. Based on GAO's "sweatshop" reports, the Congress is considering legislation to establish stronger penalties for violations of child labor and wage and hour statutes. The Labor Department has also increased its emphasis on detecting violations of multiple labor laws.

Intergovernmental Relations

During fiscal year 1989, GAO assisted the Congress in drafting legislation affecting a number of intergovernmental activities. For example, testimony and audit work assisted the Congress in drafting child health care legislation. After a GAO briefing on the election process the Congress drafted legislation that Puerto Rico will use in the planned referendum on its political status.

Air Force

In response to requests from several congressional committees, GAO identified potential reductions of $2.1 billion in the Air Force's funding requests for aircraft, missiles, and spare parts. GAO's work influenced the Congress to make substantial reductions in DOD's fiscal year 1990 funding request. For example, after GAO identified over $743 million in reductions for spare parts funding the Congress reduced DOD's funding request by $479.9 million.

Army

At the request of the House Committee on Armed Services, Subcommittee on Military Personnel and Compensation, GAO reviewed the training provided to soldiers in the Army National Guard and the Army Reserve. GAO found that the extent to which reservists were trained in critical tasks and battlefield survival was limited by a number of factors, including (1) ineffective use of scarce training time, (2) excessive administrative requirements, (3) inadequate focus on training soldiers in tasks that support the units' missions, and (4) minimal incorporation of survival skills in training exercises. According to some commanders, individual skill deficiencies within their units, especially in battlefield survival, were significant and they were concerned about their soldiers' survivability in combat. GAO made several recommendations that the Army adopted to develop a strategy to improve reservists' training.

During our review of the Army's fiscal years 1987 and 1988 procurement practices for spare and repair parts, GAO determined that the Army was regularly initiating purchase of these parts earlier than they should have and was also purchasing quantities exceeding authorized requirements. GAO's August 1989 report showed that procurement funds were sometimes being obligated up to a year sooner than necessary. After bringing this matter to the Army's attention, the Congress gave the Army approval to reprogram $102.2 million in fiscal year 1989 spare and repair parts funds for higher priority requirements. The official reason cited in Army reprogramming requests was the discontinuance of the "buy ahead" practices as a result of GAO findings.

At the request of the Senate Committee on Appropriations and the House Committee on Appropriations, Subcommittee on Defense, GAO reviewed the military services' justifications for their fiscal year 1989 budget request for ammunition. GAO identified funding reductions of $614 million that could be made for such reasons as program quantities could not be delivered on schedule, the items were experiencing production or technical problems, and inventory levels would exceed needs. This work resulted in financial benefits of $140.8 million.

Navy

At the request of the Chairmen, House and Senate Committees on Appropriations, Subcommittees on Defense, GAO reviewed the Navy's fiscal year 1989 budget request for various naval aircraft, ships, weapons, and other procurement and modification programs; research and development programs; and operation and maintenance programs. GAO found that the funding requests could be reduced. Additional reductions of $2.4 billion were made to DOD's budget to adjust for the prior year's inflation. Fiscal year 1989 estimated benefits for this issue area are about $800 million.

Research, Development, Acquisition, and Procurement

At the request of the Chairman, House Committee on Government Operations, GAO reviewed numerous DOD contracts for compliance with the Truth in Negotiation Act (P.L. 87-653). In several instances, GAO found that either contractors or subcontractors had submitted cost or pricing data that was not in accordance with the act because it was not accurate, complete, or current. During this fiscal

year alone, we have identified over $71 million in contract overpricing. While measurable savings have not yet been realized, DOD has concurred with our recommendations and has initiated actions to recover the overstated contract prices.

GAO's accomplishments are also measurable in terms of actions taken as a result of our referrals of potential fraud and/or defective pricing deficiencies to GAO's Office of Special Investigations, DOD's criminal investigation units, and the Defense Contract Audit Agency (DCAA). For example, as a result of a referral to DCAA, over $6 million in defective pricing was identified for future recovery.

In testimony before the Senate Committee on Armed Services in May 1989, GAO noted that DOD's 5-year spending plans had substantially exceeded actual funding and that further reductions in planned spending would be likely. For example, we noted that the fiscal year 1990-1994 plan contained $45 billion more in spending than the budget submitted by the President. GAO stated that DOD's 5-year plan should be consistent with the President's budget. Congress subsequently passed legislation to require such consistency which will ultimately result in financial benefits; however, they are currently non-measurable.

Manpower and Reserve Affairs

GAO issued a number of reports addressing the primary areas of future manpower affordability, ethical conduct in defense, and the Goldwater-Nichols DOD Reorganization Act of 1986. Our work in manpower affordability identified a potential DOD budget savings of approximately $250 million through reduced civilian workyear ceilings at overseas locations. Further, testimonies were provided to the House Armed Services Committee to assist in their evaluation of DOD's (1) implementation of joint officer personnel policies under Goldwater-Nichols, (2) use of consulting services in Defense acquisitions, and (3) implementation of revolving door legislation designed to limit the employment of former DOD employees with certain contractors. Efforts this year generated committee interest for additional work in the Goldwater-Nichols Act area during fiscal year 1990.

Logistics

The GAO report on Asset Capitalization was the catalyst for action by Congress and DOD to correct major weaknesses and was instrumental in our decision to perform additional work in the area which we expect will result in substantial financial benefits. GAO also issued testimony and preliminary reports on the sensitive issue of base closures and realignments which Congress used in its decision to approve the recommendations of the Base Closure Commission. Further, in response to our efforts, actions have been taken to improve management and operations. For example, (1) the Air Force has strengthened controls over automated supply systems, (2) the Congress now requires DOD reprogramming requests for reductions as well as increases, and (3) the OMB has allowed consolidation of responsibility for the National Defense Stockpile.

Command, Control, Communications and Intelligence

GAO reviewed DOD's fiscal year 1989 budget for command, control, communications, and intelligence programs. Through reports, testimonies, and staff briefings, GAO brought about significant budgetary savings which totaled more than $500 million. In addition congressional actions resulting from GAO's work will improve DOD's command, control, communications, and intelligence program management.

Security and International Relations

GAO reports directly impact on congressional deliberations in this area. A report on Japan-U.S. defense burdensharing to the House Armed Services Committee highlighted several areas where Japan could pay more of the costs of stationing U.S. service members in Japan. Congressional committees have been seeking ways for Japan to assume more of the defense burden. A report and related congressional correspondence on Intermediate Nuclear Forces personnel was used to help support an amendment that was approved in the House version of the defense authorization bill to reduce the European troop strength by about 15,000.

The Senate Appropriations Subcommittee on Military Construction used a report on U.S. plans for an airbase in Zaire to support a provision in the fiscal year 1990 Military Construction Appropriations Act, which directed that no additional construction expenditures be made until DOD reports on its plans to use the facility. The Senate also extensively cited GAO briefings and testimonies, during debate on the FS-X aircraft codevelopment with Japan.

GAO reports and testimonies also contributed significantly to improvements in federal operations. GAO reports on the poor management of travel advances at the State Department and State's administration of contracts with employee associations overseas resulted in the recovery of about $1.0 million and other measurable financial benefits of $9.1 million.

In response to a GAO report and testimony on underrepresentation of minorities and women in the Foreign Service, the State Department has modified its 5-year affirmative action plan to improve this situation and plans to analyze its examination and hiring processes and to eliminate adverse effects on women and minorities.

A GAO report on El Salvador's unauthorized transfer of fuels to the Contra supply operations resulted in DOD strengthening guidance to prevent the reoccurrence of such activities.

Foreign Economic Assistance

GAO completed a major review of U.S. policy regarding Central America, which culminated in testimony and a report on the impact of U.S. programs in the 1980s. GAO's report provided policy options for consideration by the administration and the Congress in developing U.S. policy for Central America. GAO also conducted various major reviews of refugee issues around the world. GAO issued a series of reports concerning refugees and displaced persons in

Central America. Several other assignments concerning Soviet, East European, and Vietnamese refugees culminated in briefings and testimonies before congressional committees. GAO's work on the reception and processing of Soviet refugees in Vienna, Austria, and Rome, Italy, in particular, focused congressional attention on needed processing improvements. Several reports on U.S. participation in U.N. organizations were issued. Also, GAO reported on U.S. military assistance to drug law enforcement agencies and conditions associated with drug control efforts in Burma. In addition, GAO's work resulted in improved controls over AID's Commodity Import Program for the Government of Egypt, including a reprogramming of idle funds totalling $185 million.

International Trade and Finance

Our report and testimony on a wide range of operational and programmatic problems with the export promotion programs at the Commerce International Trade Administration has focused attention on them, and we are seeking action to improve operations. The report, testimony, and recommendations on the short supply provisions of the steel import quota program have influenced legislation recently passed by the House. Our recommendations for improving enforcement of the antiapartheid sanctions against South Africa are being implemented, and our work on the agriculture targeted export program was used to reduce the program's fiscal year 1989 funding by $125 million.

National Aeronautics and Space Administration

During fiscal year 1989, all but one of GAO's reporting efforts on the National Aeronautics and Space Administration (NASA) were in response to congressional requests for information and analyses. These requests focused on such diverse topics as the agency's strategic planning process, NASA and DOD space funding during the 1980s, NASA and DOD efforts to deal with the loss of solid rocket motor fuel production capacity, NASA's noncompliance with the Competition in Contracting Act in procuring external tanks, the readiness of the space shuttle's transatlantic abort landing sites, and the threat to U.S. forecasting ability caused by increased costs and delayed development in NASA's geostationary weather satellite program.

Energy

GAO reports, testimonies, and briefings have had a substantial impact on improving federal operations and assisting congressional deliberations, most notably for bringing to the forefront of the congressional agenda the longstanding safety and environmental problems in the nation's nuclear weapons complex. GAO's nuclear waste work prompted DOE action to adopt a realistic approach to projecting the amount of waste disposal fees that will be collected, thus resulting in more accurate annual assessments of the adequacy of disposal fees. In addition, GAO's fossil fuel work resulted in nearly $74 million in increased revenues over several years from the sale of the Great Plains Coal Gasification Plant.

Food and Agriculture

To help the Congress debate its 1990 Farm Bill, GAO evaluated the effects of the 1985 Farm Bill and found that progress has been made toward meeting the legislation's major goals. GAO showed that the Dairy Termination Program saved the federal government $2.4 billion between fiscal years 1986 and 1990 but will not have a lasting effect on lowering milk production.

To improve programs that provide disaster assistance to farmers, GAO strongly endorsed the crop insurance program as the most effective and efficient method of providing assistance and recommended ways to improve the accuracy of crop insurance production guarantees.

To improve farm finance programs, congressional committees made extensive use of GAO's work on underwriting standards for the Federal Agricultural Mortgage Corporation. In addition to recommending improvements for the Farmers Home Administration's loan practices, the farm loan guarantee program, and efforts to convert borrowers to private credit, GAO focused congressional attention on the need to reexamine the agency's role as the lender of last resort of farmers.

To improve food safety, the Food Safety and Inspection Service acted on our recommendations to develop a more efficient and effective inspection scheduling and management information system.

In response to GAO's suggestions for improving the Department of Agriculture's delivery of food and nutrition services, the Congress enacted legislation to improve the administration of the multibillion-dollar food stamp program. The Department of Agriculture also adopted our recommendation to strengthen its inventory controls in the Temporary Emergency Food Assistance Program and to improve its oversight of the food stamp quality control system and provide states with better guidance.

Transportation

GAO transportation reports, testimonies, and other assistance to the Congress continue to have a major impact on a wide range of national transportation issues. GAO provided fresh evidence of troubles affecting air traffic controllers, identified critical aviation security weaknesses that needed attention, and testified on the Coast Guard's preparation for and response to the Exxon Valdez oil spill.

GAO's synthesis of several years work spurred the new administration to reconsider its $27 billion dollar plan for modernizing the air traffic control system. GAO's state-of-the-art analysis of air fares and service at concentrated and nonconcentrated airports served as the centerpiece for congressional hearings on the declining state of competition in the airline industry and its effect on consumers. Other work related to the timeliness of highway safety rule-makings, efforts to mitigate airport noise, and underreporting of railroad accidents and injuries. Measurable financial benefits for the transportation issue area for fiscal year 1989 totaled $656.3 million.

GAO also laid the groundwork for major efforts on issues that will command increasing congressional attention in the coming years--the need for a national transportation plan and reauthorization of the multibillion-dollar Highway Trust Fund, aging aircraft safety, Coast Guard effectiveness in achieving its diverse missions, and federal assistance for urban mass transit projects.

Housing and Community Development

GAO work in this area includes reports and testimonies on Section 8 vouchers and certificates, homelessness, the moderate-rehabilitation construction program, funding of guarantee programs for low income families and reviews of housing authorities. In response to GAO's recommendations, the Senate Appropriations Committee has proposed to convert 23,000 housing vouchers to certificates at savings of over $40 million over the 5-year authorization period. GAO's questioning of the Department of Housing and Urban Development (HUD) grant programs resulted in the recapture of $1.1 million in overobligated homeless grant funds.

In addition, HUD implemented recommendations to eliminate costly management practices. For example, GAO recommended a program to assist delinquent borrowers that allowed them to sell their homes rather than fall into foreclosure. To reduce the cost the government pays for policy issuance, HUD also implemented another GAO proposal requiring title insurance equal in value to the value of the property, not an inflated value as was previously done. Finally, GAO made several recommendations to improve the FEMA and HUD programs to address the homelessness problem. These agencies have stated they plan to implement several of the management improvements GAO suggested.

Environmental Protection

As environmental problems move to the forefront of national and international concerns, GAO has continued to help the Congress and the administration address a broad range of issues. This year, GAO's testimony and reports focused on particularly timely issues--pesticides in food, medical wastes, substitutes for ozone-depleting Chlorofluorocarbons (CFCs), groundwater contamination, and the Superfund Program to clean up abandoned hazardous waste sites. To better ensure the safety of our food supplies, we reviewed how the Environmental Protection Agency (EPA) sets tolerances for pesticide residues on food and recommended changes to improve the process. Responding to prior GAO recommendations, this year EPA began collecting user fees from companies registering pesticides which is estimated to net revenues of
$25 million.

GAO also completed several reviews of EPA's $10.6 billion Superfund Program, including examinations of the agency's ability to recover clean up costs from private responsible parties and its handling of contracting. In response to these and earlier GAO reviews, EPA conducted an in-house review of the Superfund Program, and many of our recommendations were incorporated in the agency's plans to make the program work more effectively and efficiently.

Recognizing the increased importance of international environmental issues, GAO initiated a review of federal efforts and research programs to address global warming.

Natural Resources Management

GAO has significantly contributed to congressional deliberations and stimulated improvements in federal programs that manage our country's natural resources. The Congress has passed legislation to improve the effectiveness of prosecuting violators under the Archeological Resources Protection Act and used GAO's report and testimony on Interior's oversight of public lands to amend the Federal Land Policy and Management Act of 1976. Other nonmeasurable accomplishments included Interior's (1) strengthening its procedures over reclamation of hardrock mine sites and requiring lessees to pay higher rent and royalty rates, (2) strengthening its controls to better ensure that the neediest Indian families are receiving housing and that funds are being properly spent, and (3) developing internal controls and procedures to ensure compliance with the Federal Advisory Committee Act's administrative requirements.

GAO's accomplishments were not limited to the federal establishment. Michigan used GAO's report on overflow dredging to take a stance against overflow dredging of the Great Lakes, and West Virginia has taken several actions to improve internal controls in its abandoned surface mine reclamation program.

A couple of key accomplishments are expected from GAO reports on the 1872 Mining Law and the nearly 90-year old federal reclamation law--both of which were once thought impregnable to change. In response to GAO's work, the Chairmen of both the Senate and House oversight subcommittees are determined to impose reforms to the mining law and the Chairman of the responsible House authorization subcommittee is planning to introduce legislation to close a legislative loophole which allows farms to receive tens of millions of dollars yearly in federally subsidized water contrary to congressional expectations.

Reported measurable financial benefits during the year were about $4.5 million resulting from the Bureau of Land Management's adoption of GAO's recommendation to increase rates from the level established by the 1872 mining law. Another $339 million is pending, contingent upon Interior's decision on whether to seek congressional approval of certain Alaskan land exchanges.

Financial Management Standards and Initiatives

As required by the Budget and Accounting Procedures Act of 1950 (31 U.S.C. 3511), GAO issued revisions to title 2, Policy and Procedures Manual for Guidance of Federal Agencies. This manual, which prescribes standards and requirements that agency officials must observe in establishing, maintaining, and reporting on their systems of accounting and internal controls, is another part of GAO's overall effort to improve agency accounting and internal control systems. This past year, GAO also issued a complete revision of title 6, "Pay, Leave, and Allowance" and an exposure draft of a revision of title 7, "Fiscal Requirements" of this manual. These two revisions streamline the requirements to incorporate current computer technology and related requirements of other authoritative agencies.

GAO issued an exposure draft proposing a new framework and structure to issuing accounting standards under title 2. The proposal calls for establishing a Federal Accounting Standards Advisory Board to make recommendations to the Comptroller General for issuing federal government accounting standards. The Board and the new framework should be operational in fiscal year 1990. GAO also completed a study of 20 major accounting issues that may be submitted to this Board as part of the initial issues to address.

GAO worked with the Joint Financial Management Improvement Program (JFMIP) Steering Committee to establish the first set of basic requirements for federal financial systems, which includes accounting, ADP, and information systems. These standards will help provide greater consistency and reliability to agency financial systems and improve financial reporting. The results of this project were published as the Core Financial System Requirements.

GAO's work has been a significant resource to the Congress as it looks for new ways to improve the budget process and achieve credit reform. Particularly useful were reports presenting a conceptual framework for capital budgeting in the federal government and a report discussing a proposal for measuring the subsidy costs of federal credit programs. GAO also provided substantial technical assistance to federal agencies in both the accounting and budgeting areas.

Internal Control and Financial Management Systems

GAO greatly influenced financial management legislation by providing testimony and issuing several reports on weaknesses and needed improvements. For example, GAO's financial management transition report addressed the need for financial management reform from four facets: budget, financial systems and reporting, internal control, and audit. GAO also worked closely with congressional committees in legislatively establishing a Chief Financial Officer in IRS and VA.

GAO's review of Defense's Foreign Military Sales Accounting System increased congressional involvement that resulted in DOD redirecting its efforts to develop a new central accounting and billing system for its Foreign Sales Program. GAO also advised the Congress of the Forest Service's efforts to implement a timber sales accounting system and a cost system and reported on weaknesses in the Air Force's cash management practice of its stock fund operations.

GAO completed a comprehensive review of the federal government's credit management practices and evaluated the techniques and procedures agencies adopted to make higher quality loans and the administration of accounts once these loans are finalized. GAO also completed a review of the financial management aspects of the government's multibillion-dollar loan guarantee and insurance programs.

Financial Statement Audits

Over the past 3 years, GAO and inspector general (IG) financial audits of federal agencies and corporations and the legislative branch have covered over 50 percent of the federal outlays, exclusive of the interest on the national debt.

GAO worked closely with the Congress to shape the Financial Institutions Reform, Recovery, and Enforcement Act of 1989. GAO's reports, testimonies, and briefings provided timely advice to Congress in drafting the legislation to resolve this savings and loan crisis.

Audit Oversight and Policy

GAO testified on the quality of Certified Public Accounting (CPA) audits of failed savings and loans. The Congress was made aware of the importance of good auditing and the impact of substandard CPA audits on the savings and loan crisis. Failure by CPA firms to require appropriate loan loss reserves helped disguise the severity of the financial situation in a number of savings and loans that failed shortly after receiving clean opinions or opinions qualified for less serious reasons. Our report on CPA audits of failed savings and loans was reprinted in its entirety in the Journal of Accountancy for more than 300,000 subscribers.

GAO work with Congressman John Dingell on the accounting professions and our report, Status of Actions Taken to Improve Auditing and Financial Reporting of Public Companies, contributed to the numerous recent reforms.

GAO's report on the Army Audit Agency was directly involved in the Army's decision to rescind a 13 percent cut in audit personnel, and institute a 4 percent reduction that was in line with the rescissions for the remainder of the Army.

Our review of the 33 IG offices established by the Inspector General Act Amendments of 1988 led to changes in several agencies that will ensure the law is implemented properly.

Information Management and Technology

During fiscal year 1989, GAO's testimony and reports on the pattern of cost overruns and schedule delays of eight DOD automated information systems resulted in increased oversight of procurement by DOD and the Congress. As a result of GAO testimonies and reports on IRS' organization, IRS established a Chief Information Officer reporting to the Senior Deputy Commissioner and having responsibility for information resources and technology management. Our work on the Chicago Exchanges resulted in a joint effort by the Futures Exchange and Mercantile Exchange to develop a new system to track every time a trade is executed. Our review of DOD's automatic data processing budget request resulted in recommendations to the Congress to reduce the services' request by $108 million. In addition, our work on FAA's acquisition of the Advanced Automation System resulted in budget reductions and system acquisition cost reductions totaling $656.3 million.

Program Evaluation and Methodology

Officials from the Department of Transportation credited GAO evaluations with influencing changes in state drinking age laws that saved about 100 lives in 1987. In 1984, Congress passed legislation (P.L. 98-363) that provided for

withholding federal highway funds from states that allow the purchase or public possession of alcoholic beverages by persons under 21. Despite this threat, one-fifth of the states refused to raise their minimum drinking age. Opposing sides challenged the evidence that laws passed elsewhere to change the drinking age had led to fewer automobile accidents and fatalities. However, in a broad assessment of the evidence, GAO concluded that such laws did have a direct effect on reducing alcohol-related traffic accidents, injuries, and fatalities. Now, all states and the District of Columbia have set the minimum age at 21.

In March 1989 before the Senate Subcommittee on Immigration and Refugee Affairs, GAO stated that proposed legislation was likely to drastically reduce and ultimately eliminate some categories of immigrants--certain relatives of U.S. citizens and permanent resident aliens. On the basis of the testimony and follow-up work, the Senate amended the bill to guarantee such immigration would not drop below current levels and passed it in July 1989.

The GAO report entitled Breast Cancer: Patient Survival examined the extent to which an advance in treatment has benefitted a specific group of breast cancer patients. Despite commonly held assumptions that these patients had improved prognoses because of the treatment, GAO's analysis demonstrated that there was no discernable improvement in survival since the treatment was first introduced and GAO recommended that Health and Human Services (HHS) determine why these patients' survival did not improve. In November 1989, HHS' National Cancer Institute held a 2-day session with more than 30 experts from around the country providing advice on what studies should be structured. Throughout this meeting, it was stated explicitly that GAO's study was the major impetus for the meeting and studies that will emanate from it.

The GAO report, Enterprise Zones: Lessons From the Maryland Experience, has been widely cited in the professional literature, the popular and business press, and congressional hearings. In addition, GAO staff have been invited to present papers on the study at professional conferences and to contribute to a forthcoming book on enterprise zone research and policy. In testimony at a House Ways and Means Committee hearing on proposed federal enterprise zone legislation, GAO testified that the Maryland enterprise zone program was not successful in increasing the number of jobs in designed zones. GAO found a mismatch between the tax incentives the program offered and the most important factors in deciding business locations. Therefore, GAO recommended that the Congress consider a pilot program involving different mixes of incentives in a small number of selected sites and including an evaluation strategy designed to identify which incentives (if any) are successful under various conditions. Although the legislation has not yet been marked up, several Committee members have expressed support for a pilot program.

GAO analyses of test results of the Bigeye bomb continued to find serious problems with the weapon and resulted in delayed funding for production that totaled about $84 million. Two major new reports, one reviewing developmental tests and the other looking at recent operational tests, found that many issues that GAO identified earlier still have not been resolved. A panel of four external experts, which was asked to examine the developmental testing issues outstanding between GAO and DOD, concluded that GAO's assessment was correct. By law, GAO is required to certify the appropriateness of the fiscal year 1990 operational test design and, depending upon test results, whether the bomb is ready for full scale production.

Claims Settlement Work

In addition to GAO's traditional review functions, GAO's Claims Group has the mission to settle and adjust claims for and against the U.S. Government. The Claims Group handles a wide variety of difficult and complex cases involving legal issues that cannot be resolved at the agency level or that have been appealed to GAO. The Claims Group also has authority to waive the collection of certain erroneous payments to federal employees and has oversight responsibility for disbursing funds awarded to plaintiffs through specific litigation and where violations of work statutes have occurred.

During fiscal year 1989, the Claims Group settled over 9,800 claims of all types and authorized the disbursement of about $520 million. Also, due to strengthened internal controls, GAO's management of the Claims Judgement Fund resulted in about $5 million worth of financial benefits.

Conducting Highly Specialized Investigations

GAO's Office of Special Investigations (OSI) conducts investigations requiring advanced technical or investigative skills and expertise. During fiscal year 1989, OSI was involved with investigations concerning narcotics, savings and loan industry irregularities, airline security procedures, fraudulent activities of international construction corporations, and possible terrorist acts.

Providing Economic Assistance

During fiscal year 1989, the Office of Chief Economist (OCE) provided direct technical economic assistance on various GAO assignments and reviewed and commented on 192 draft reports and 22 testimonies. OCE actively worked on several major assignments and provided economic support for GAO's activities regarding federal deficit reductions and other budgetary matters.

Providing Legal Opinion and Advice

GAO's Office of General Counsel (OGC) was reorganized in fiscal year 1989 to provide more extensive legal support to the agency's program and technical activities. As a result, a substantial portion of GAO's legal resources are now dedicated to direct legal support of the audit divisions.

GAO's legal work during the year spanned the full range of activities of the federal government--from technical matters relating to the use of appropriated funds, legal opinions to the Congress and executive branch agencies, legal support to GAO's audit activities, and bid protests concerning all aspects of federal procurement activities.

GAO's attorneys also worked closely with the evaluation staff on such diverse issues as the legislative branch financial disclosure system, military base closures, the Internet computer virus, improprieties in the First South receivership, and potential liabilities of federal and state governments and of private contractors concerning RCRA violations.

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GAO's attorneys have also worked extensively with program divisions and the Senate and House Banking Committees to develop and draft a number of provisions that were included in the recently enacted savings and loan law. In addition, our attorneys worked closely with other congressional committees to resolve legal issues, draft legislation, and provide testimony. For example, one attorney worked with the House Government Operations Committee staff to prepare testimony on a GSA and Army ADP financing proposal; another developed a legal analysis of a reprogramming action by the Immigration and Naturalization Service and testified on this issue before a subcommittee of the House Judiciary Committee.

Matters included in these legal decisions and opinions ranged from FSLIC's management of its insurance fund to Colonel Oliver North's entitlement to retirement pay. Overall, GAO's legal opinions for the Congress and executive branch agencies and legal decisions in bid protest cases increased over fiscal year 1988 levels even though a major portion of the OGC's resources were redirected to support GAO's audit divisions.

Enhancing Government Operations Abroad

During fiscal year 1989, GAO's efforts to improve operations of federal programs continued to extend beyond U.S. borders. Through overseas offices in Honolulu and Frankfurt, GAO provided first-hand observations on U.S. policies and programs abroad and reviewed international programs on every continent.

Internationally, GAO worked to enhance accounting and auditing institutions and practices by promulgating its standards, sharing information, and participating in such entities as the International Organization of Supreme Audit Institutions. This liaison work included sponsoring training, managing GAO's International Visitors Program, participating in international accounting and auditing standards committees, and exchanging information and technology with GAO's counterparts in other countries.

ACCOMPLISHMENT OF GAO MANAGEMENT INITIATIVES

Operation Improvement Initiatives

GAO's Operations Improvement Program (OIP) is designed to improve the efficiency and effectiveness of GAO work. New initiatives are identified, studied, tested, and implemented to meet the following five goals: (1) responsiveness to congressional needs; (2) timeliness and quality of the work; (3) efficient use of resources; (4) staff motivation and skills; and (5) working cooperatively as a GAO team, with adherence to policy. GAO is examining ways to promote efficiency in all phases of its operations. GAO is also recognizing and rewarding individuals for adoption of their OIP initiatives.

Ensuring Quality Work

The Post Assignment Quality Review System (PAQRS) was created several years ago to promote adherence to GAO's auditing and reporting standards, policies, and procedures. In so doing, PAQRS promotes quality work and thus improves effectiveness and credibility. For fiscal year 1989, the PAQRS review and the Financial Integrity Act (FIA) review of the auditing and reporting cycle were combined into one effort since the objectives of both programs are very similar. All divisions and field offices conducted self-assessments of their quality controls and a PAQRS Review Team examined completed assessments of selected divisions and field offices. The PAQRS Review Team also assessed the control systems applied by the four staff offices that perform important functions related to GAO's auditing and reporting responsibilities. Unit heads initiated actions to improve compliance with office procedures. The November 8, 1989, Report to the Comptroller General disclosed no material weaknesses.

Planning for the 1992 INTOSAI Congress

For over 20 years, GAO has been a member of the International Organization of Supreme Audit Institutions (INTOSAI), which is composed of national government audit offices. Among its many activities to share expertise and enhance the audit capabilities of its members is a triennial Congress. This 10-day event, which is attended by 80 to 150 countries, is a combination of plenary and workshop sessions. Traditionally, the United States, through the Comptroller General, has played a major role in the technical sessions of INTOSAI and in the organization's governance.

Among the countries that have hosted the five-language Congress are Australia (1986), Austria (which now houses INTOSAI's Secretariat), Japan, Canada, Kenya, Peru, and the Philippines. The 1989 host was the Federal Republic of Germany.

In April 1985, the Comptroller General, with the approval of the Congress, notified INTOSAI of the U.S. government's willingness to host the annual meeting of the INTOSAI governing board in 1991 and the INTOSAI Congress in 1992. Planning for the Congress began in fiscal year 1987 and will continue for the next 3 years.

Providing for GAO's Automated Data Processing Needs

Developed in fiscal year 1986 and updated annually, GAO's Information Resources Management (IRM) Plan establishes a rolling 5-year planning process intended to identify, prioritize and systematically integrate the broad range of emerging information technologies into GAO based on present needs. Full integration of information systems will dramatically alter every phase of the agency's work flow and will yield clear improvements in the overall quality, productivity, and timeliness of the work. The successful transition to full integration of information systems in GAO depends largely on effective leadership and recognition of the opportunity and challenge in managing information resources as well as having the financial resources available to proceed toward full integration. GAO is at the point where a significant increase in funding for ADP is necessary if GAO is to continue to support the technology that has already been introduced into the agency and if GAO is to continue to introduce other efficiency-enhancing technology. The Plan addresses both the Office's administrative systems goals as well as mission support processing needs.

In the area of administrative systems, GAO continues to progress toward meeting its goals of centralized and integrated systems. GAO has selected the Department of Agriculture's National Finance Center (NFC) as its primary processing facility. To date, GAO has converted its payroll, personnel, and supply systems to the NFC systems. This year, the property system will be converted and next year, the time and attendance system will be converted. GAO has also been working with NFC on a mission and assignment tracking system, with implementation scheduled during fiscal year 1991.

In the area of mission support processing, GAO has completed an overall reassessment of its goals and objectives. In response to the views and requirements of a large cross section of its line managers, GAO has developed a broad vision of its future operating environment and the improvements that information technology can achieve. GAO continues to make progress toward meeting its mission support information needs by providing three distinct levels of processing tools. The first level provides end users with microcomputers to meet a wide range of individual work assignments. To date, GAO has made substantial progress toward achieving its microcomputer requirements. The second level provides shared resource processors to meet higher level computer requirements of the work group and to provide communications gateways between the users, other shared resource devices and the mainframe computing resources which comprise the third level. To date, GAO has established a pilot program under which shared resource processors are operating in two major divisions and one regional office. The agency is conducting an evaluation of this technology and plans to conduct an evaluation of printing and production technology as a component of the pilot in fiscal year 1991. The third level provides for mainframe computing resources for highly complex mission-support analytical requirements and for GAO-wide administrative systems. GAO will continue to use timesharing to meet its mainframe computing resources.

Providing for GAO's Telecommunications Needs

GAO's telecommunications plan focuses on supporting both GAO's long range ADP goals and the Legislative Branch Telecommunications Network Plan prepared under the auspices of the Architect of the Capital. During the past year, GAO has

continued its joint efforts with the Architect and heads of legislative agencies to identify and meet common needs. Current plans call for the acquisition of more cost effective long distance voice communications and a high quality local voice and data communications system which is compatible with the Legislative Branch Telecommunications Plan.

Attracting and Maintaining a Skilled and Motivated Staff

GAO took significant management action in fiscal year 1989 to strengthen and enhance its recruitment efforts. The Campus Executive Program is now operational and the Student Internship Program has been expanded. Additional steps have been taken for 1990 such as streamlining the application process and training all GAO recruiters. Since the revitalization of GAO's recruitment program in 1984, ten recruitment cycles have been completed and the 1989 improvements have been designed to increase GAO's success.

GAO Training Institute

As a professional organization striving to maintain high standards for its audit and evaluation work in a work environment of increasing complexity and accelerating change. GAO has made a strong commitment to the training and development of its employees. This commitment not only maintains individual professional competence but enhances it, resulting in a work force that continually improves and refines its skills and knowledge.

GAO's 1988 Government Auditing Standards require that all staff in evaluator and evaluator-related positions (including staff temporarily assigned to staff positions but who anticipate returning to audit and evaluation work) complete a minimum of 80 hours of professional training or development in areas appropriate to their expertise and/or work during each 2-year period.

The GAO Training Institute (TI) is responsible for implementing this new training initiative and completing an annual education report on GAO's compliance with the continuing professional education standards. In carrying out its responsibilities, TI determines the number of continuing professional education credits assigned to each course in the GAO internal training curriculum, courses in institute-funded external training programs, and other agency-wide educational opportunities.

An important phase of TI's initiatives is identifying executive and management training courses to improve relevant managerial, technical and issue area responsibilities. The launching of GAO's PFP system represents a major organizational change requiring intensive training of executives and managers. GAO's use of highly skilled, multidisciplinary teams requires technical training to enable executives and managers to ensure the quality of GAO work by bringing into proper focus the ever-increasing complexity of government operations and public policy issues. TI is selecting courses at major universities, as well as, designing courses for GAO's curriculum to meet these challenges. For a detailed list of some of GAO's training priorities, see pages P-17 and P-18 of the Budget Detail.

Pay-for-Performance

On June 16, 1988, GAO implemented the first phase of its Pay-for-Performance System (PFP) on June 16, 1988. The first phase applied to about 60 to 70 percent of GAO's staff including attorneys, evaluators, and evaluator-related specialists in grades GS-12 through GS-15. Based on performance during the period of June 16, 1988 to June 15, 1989, 51 percent of these staff members received performance-based bonuses.

On June 16, 1989, GAO began to phase in additional features of its new PFP system. On that date the agency changed the classification system from the General Schedule (GS) to a broadband system. Band I includes those formerly in grades GS-7 to GS-12. Band II includes those employees formerly in grades GS-13 and GS-14; and band III includes those formerly in the GS-15 grade.

In October 1989, GAO eliminated the existing within-grade pay system (step increases). At the time of the elimination of this system, most of GAO's staff had accumulated time toward a step increase. To compensate staff for their time earned, GAO adjusted employee pay. For example, if an employee had worked for 1-year of a 2-year waiting period, the employee received a pay adjustment of one-half the usual step increase. In this way, GAO made everyone whole as they entered the new system.

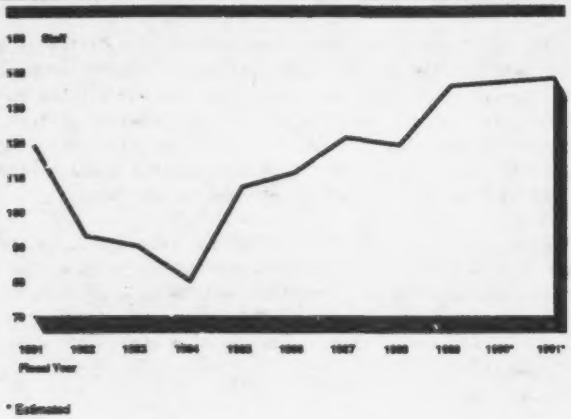
The within-grade system has been replaced with a PFP system that directly relates permanent pay changes with levels of performance. Permanent pay increases will vary based on the person's ranking within his/her unit. The ranking is determined by management panels within the unit which use several types of information to evaluate the performance and contributions to the unit. Persons with less than satisfactory performance will not receive performance-based pay increases. The PFP system will not affect the receipt of cost-of-living adjustments by staff.

GAO is confident that the broadband PFP system has been implemented in a manner that ensures the maximum chances for success. Managers and staff have been briefed on the new system and trained on their new responsibilities.

Assigning Staff to Congressional Committees

GAO assists the Congress by assigning staff to work directly for House and Senate committees. (See fig. 2.) In fiscal year 1989, 136 staff assisted committees in such activities as investigating defense contractor issues, oversight of financial institutions and insider trading, environmental issues, and drug interdiction. GAO is making concerted efforts to ensure that these detailees are selected from the best employees and that credit for assignments well done is given in GAO's PFP recognition processes. These assignments improve our staff's understanding of the Congress. Training seminars on the Congress are available for other staff as well.

Staff Assigned to Congressional Committees (figure 2)



Promoting Affirmative Action

In 1986, the Comptroller General established the Office of Affirmative Action Plans (OAAP) in the Office of the Assistant Comptroller General for Operations to accelerate equal employment opportunities for all GAO employees. OAAP works with division and office heads to help them develop affirmative action goals and to monitor their progress. Unit affirmative action plans address unit hiring, promotion, and job assignment practices so that under representation of women and minorities at specific grade levels can be addressed.

OAAP also administers the Equal Promotion Review Program (EPRP), which the Comptroller General established in 1987 to review each unit's Merit Selection Process certification and promotion results by grade and race. This review determines reasons for any disparities and recommends remedial actions. For any disparities not explainable on the basis of merit EPRP seeks to establish accountability

Modernizing the GAO Building

Asbestos removal from the GAO Building will continue throughout the coming fiscal year. All the asbestos in the building's heating and air-conditioning duct work has become old and fragile and must be removed. This major undertaking will require GAO to vacate every floor of the building, demolish existing ceiling and framing structures, and remove asbestos. After the asbestos removal, the space must be restored so staff can have access to essential computing and telecommunication tools in a pleasant, efficient work environment. GAO is planning to upgrade building air-conditioning and electrical systems to support modern technology and is confident that, when complete, the GAO Building will provide a highly professional work environment with the tools necessary for staff to do the best work possible.

To properly integrate GAO's work and the improved timeliness and efficiency of operations, GAO employees in regional offices and audit sites should also have a highly professional work environment. As regions and audit sites are required to move, those office environments are being upgraded as well.

Due to P.L. 99-177 reductions, the number of years needed to complete GAO's modernization program will be increased slightly.

Day Care Center

In the spring of 1990, GAO plans to open a day care center in the GAO Building to accommodate 65 children from infant to age 5. Priority enrollment will be given to children of GAO employees and other federal employees. The center will assist many parents struggling to find quality day care. We hope the center will also enable us to retain quality employees that might otherwise leave the agency because day care is not available. GAO will fund construction, start-up, costs space, and utilities. A board of directors composed of GAO employees and

parents has been incorporated to manage the center's day-to-day operations. The board assumes responsibility for operating costs. GAO is encouraging its regional offices to join other federal agencies in supporting day care centers where there is sufficient demand.

Fitness Center

With increased recognition of the importance of physical fitness to individual well-being and employee productivity, GAO has constructed a fully equipped fitness center in the basement of the GAO Building. Similar to child care, GAO has funded construction and start-up costs, and will also fund annual utility expenses. A board of directors composed of GAO employees has responsibility for monitoring the contractor that manages the center. In many cases, federal consortiums are forming in field offices to provide fitness facilities for regional staff. Several regional offices already have access to fitness facilities, and the remainder are actively pursuing available options.

Agency Plans and Objectives

Planning of GAO Issue Area Work

GAO's primary goal is to serve the Congress's need for accurate, objective, and timely information. GAO is planning its work in fiscal year 1990 around 36 issue areas. Issue area plans, each covering 2-4 years, help ensure that individual assignments focus on congressional needs and that resources are well allocated. The plans are reviewed annually and revised if needed.

Specific objectives of planned GAO work over the next 2-4 years are discussed below. In addition, the agency plans to give special emphasis to certain work, as mentioned on page 1 of this Overview. Attachments A and B at the end of this section summarize the resources planned for use in each issue area during fiscal years 1990 and 1991.

Financial Institutions and Markets

GAO will focus on the continuing changes in the financial services industry. Banks, savings and loans, investment banking firms, and insurance companies previously offered different sets of products and services. How the financial institutions are evolving into a single industry in which all sectors compete against each other, and the industry as a whole must compete in an international market. These changes have raised serious questions about the continuing safety and soundness of our nation's depository institutions as well as the adequacy of the regulatory structure to deal with this industry. GAO work will provide the Congress with the information it needs to make decisions for the new financial services industry.

Tax Policy and Administration

GAO work in this area is directed at helping the Congress, the Department of the Treasury, and IRS enhance the overall efficiency, effectiveness, fairness, and integrity of the tax system. GAO work will focus on (1) major IRS mission component issues, (2) tax policy issues, and (3) management and cross-cutting issues. IRS mission component issues will include taxpayer services, returns processing, examination of tax returns, and collection activities. Tax policy issues will include revenue enhancement and the budget deficit, the effects of the Tax Reform Act of 1986, and civil penalties. Management and cross-cutting issues will involve primarily information processing and budget/human resources.

Administration of Justice

GAO will focus on the effectiveness and cost of drug control and corrections programs and the effects of sentencing reform. GAO work on drug control programs will provide the Congress with insights on what efforts provide the best return for antidrug expenditures. Other work will help the Congress determine whether sentencing reform initiatives are accomplishing intended purposes and whether the Department of Justice is able to meet its responsibilities to house and care for the burgeoning prison population.

General Management Reviews

GAO's emphasis during fiscal year 1990 will be on issuing the final reports on the completed reviews at HHS and GSA and finishing on-going reviews at the Government Printing Office, the Department of Justice's Immigration and Naturalization Service, and the Departments of Veterans Affairs and Agriculture. In fiscal year 1991, GAO will complete management reviews started in fiscal year 1990 at the Departments of the Treasury, Education, and Energy.

GAO will continue an extensive review of the RTC's management and disposal of assets acquired from insolvent savings and loans. Because RTC will be disposing of thrift assets worth hundreds of millions of dollars, an activity highly susceptible to fraud, waste, and mismanagement, GAO will continue to advise the Congress on the integrity and effectiveness of RTC operations.

Work Force Quality

To many observers, the federal civil service is in a state of crisis. Program and personnel managers report increasing difficulty attracting, retaining, and motivating quality people. Events over the last several years have given many Americans a negative view of their government. The federal pay structure has broken down, and the unethical behavior of a relatively small number of government officials has tarnished the credibility of the majority of hard-working, dedicated civil servants. GAO work will focus on better explaining the cause of these problems; identifying solutions (with particular emphasis on pay and benefits, recruitment, merit system protection, and ethics); and improving the performance and productivity of the federal work force.

Government and Business Operations

GAO work in this area will examine the application of private sector resources and management techniques to federal operations (e.g., procurement, real estate, and vehicle operations) and assess the efficiency and productivity of major government business enterprises (e.g., the Postal Service and the Government Printing Office). The interrelationships between the government and the private sector are of continuing interest to the Congress, and the extent to which private sector practices should be engaged to achieve public purposes will be a continuing source of debate.

Government Information and Statistics

During the coming year, the conduct of the 1990 Census will absorb the bulk of GAO's resources in this area. Work requested by the oversight committees will focus on issues of cost, personnel, data quality, and coverage and will pay particular attention to the need for early planning and decisionmaking for the 2000 Census. GAO will also address major issues arising from the revolution in information technology, including new forms of electronic communication, privacy and individual access questions, and paperwork reduction goals and practices.

Income Security

GAO work will focus on enforcement of pension laws under the Employee Retirement Income Security Act (ERISA) to identify fraud and abuse in the management of $1.6 trillion in private pension plan assets. GAO also plans to assess internal control problems in benefit programs, especially the removal of deceased persons from benefit rolls. In addition, an investigation of the extent of welfare fraud in federal housing programs will be conducted.

Medicare and Medicaid

Over the past several years, much of the growth in health care services has been in the rapid expansion of free standing facilities, such as ambulatory surgery centers, as well as care provided by home health agencies in patients' homes. GAO is conducting several studies to assess the quality standards that the federal and state governments have set for these facilities. A second major area of work is assessing whether several fee schedules recently introduced into the Medicare program have set payments at appropriate levels.

Currently, GAO is reviewing a number of major policy issues including state responses to increases in Medicaid budgets, access problems of Medicaid recipients, and underlying reasons for continuously rising health care costs. A major study on Medicare fraud and abuse is also underway.

Federal Health Care Delivery

GAO work will focus on the effectiveness with which VA and DOD carry out their responsibilities to provide highquality health care to federal beneficiaries. Because of the pressures placed on the nation's health care system by a variety of cost containment measures, GAO will also increase its focus on quality assurance issues that affect private health care providers' delivery of care to beneficiaries of publicly financed health care programs.

Public Health and National Health Issues

GAO will address how federal programs, in addition to Medicare and Medicaid, can increase access to needed health care while holding down escalating costs. GAO will also review the Federal response to such major public health issues as AIDS and drug abuse treatment. Finally, GAO will continue to focus on the effectiveness and efficiency of the U.S. Public Health Service agencies, including the Food and Drug Administration.

Education and Employment

GAO work will address the nation's worker protection activities and human resources development efforts, including the education of youth, skill training for the economically disadvantaged, assistance to unemployed workers, and the functioning of labor markets. GAO's work is linked to the congressional agenda on domestic issues, such as enhancing school and job opportunities for disadvantaged and handicapped youths, retraining workers dislocated by business

closures, and improving the operation of U.S. labor markets. GAO will also the assist the Congress in its reauthorization of the Higher Education Act, which will help to better finance and control the costs of higher education, ensure a safe and healthful environment for the nation's work force, and guarantee employers' compliance with laws regulating compensation and work hours.

Intergovernmental Relations

GAO work will focus on helping the Congress decide which intergovernmental policy strategies are most appropriate for achieving national objectives. The major research themes will include (1) improving design of federal programs to make service delivery more effective, (2) determining how proposed budget and program changes are affecting services delivered and people served, (3) helping federal policymakers understand how federal regulatory and tax policy changes influence state and local managerial and fiscal capacity, (4) assessing new and emerging issues affecting children, and (5) determining the appropriate federal role in meeting the needs of children at risk.

Air Force

GAO work will include audit and review responsibilities covering the U.S. Air Force and certain DOD-wide activities, such as the Strategic Defense Initiative and environmental issues. The predominant effort in this issue area will be to cover the major initiatives (e.g., weapon systems acquisitions) and expenditures (e.g., logistical support) of the Air Force.

Army

GAO work will address proposed Army force structure changes and assess effects on force readiness, training, logistics requirements, and the future role of the Army Reserve and National Guard. GAO will review major Army weapon systems in the development and early procurement phases, the performance of some of these new systems, and how well the Army supports and maintains them once they are in operation. GAO will also review a number of chemical warfare issues ranging from the equipment and training needed for soldier survival to the storage, security, and disposal of the chemical stockpiles. GAO will review the effect of large funding increases during the 1980s to sustain and maintain Army equipment and will continue to review Army appropriation accounts, as well as the procurement of goods and services and transportation.

Navy

Because the U.S. Navy will be requesting about $100 billion for each of the next 5 years, GAO will pursue both cost reductions from discrete reviews and major budgetary savings from recommendations identifying program alternatives and greater efficiencies. Recognizing the upcoming period of fiscal constraint, GAO will pay particular attention to force structure alternatives.

Research, Development, Acquisition, and Procurement

GAO work will focus on the status of major acquisition and procurement reforms that have been legislated, proposed by DOD, or identified in such studies as the Packard Commission Report. GAO reviews will consider existing or new agency internal controls resulting from legislation or DOD initiatives. GAO work will also include several of the proposals identified in the Secretary's Defense Management Review of July 1989 and an analysis of DOD's Five-Year Defense Program. GAO will compare this plan to the President's budget submission and previous plan submissions to identify potential discrepancies and changes in levels of defense spending. In addition, GAO will continue to commit a substantial portion of its resources to congressional requests dealing with whether contract pricing and administration functions are achieving desired results--quality products, at reasonable prices, delivered on time.

Manpower and Reserve Affairs

GAO work will focus on manpower affordability in terms of force size, content, compensation, and pending force reductions in a constrained budget atmosphere. GAO will also analyze the effective implementation of the Goldwater-Nichols DOD Reorganization Act and issues surrounding the ethical conduct of Defense consultants, contractors, and DOD personnel involved in procuring and acquiring of Defense systems.

Logistics

GAO work will continue to respond to congressional inquiries and its self-initiated work will continue efforts to improve DOD's logistics management and operation. Major assignments GAO has initiated include (1) a case study of the efficiency of the defense supply system, (2) a survey of the defense supply system's structure, and (3) an evaluation of logistics management issues for the 1990s. The first two studies should improve supply management, and the latter should improve overall logistics management.

Command, Control, Communications, and Intelligence

GAO work will focus on reviews of the nation's capability to detect threat indicators; provide warning and attack assessments; receive, process, and display command and control information; communicate between prescribed command echelons; provide electronic countermeasures to enhance the capabilities of the U.S. forces or degrade those of enemy forces; and integrate command, control, communications, and technical intelligence assets into an effective network for counternarcotics activities.

Security and International Relations

GAO work will focus on programs supporting U.S. foreign policy and security objectives and will identify ways to improve the efficiency and the effectiveness of international security and affairs. GAO will evaluate security-related foreign policy initiatives, mutual defense treaties and other security agreements and commitments, and security assistance programs supporting U.S. interests overseas.

Foreign Economic Assistance

GAO work will include major reviews of the status and the impact of U.S. assistance to refugees worldwide, an assessment of U.S. Latin American narcotics strategies, and an examination of Agency for International Development (AID) contracting procedures. GAO will also continue work regarding DOD's role in the war on drugs by examining the efforts made by the services to assist civilian law enforcement agencies. Also, a series of management reviews of AID programs, including population activities, Food for Peace, and local currency, will be conducted.

International Trade and Finance

GAO work will focus on assessments of the effectiveness of laws, programs, and agencies that influence international commerce. GAO will emphasize reviewing the implementation of various changes in the trade law that were enacted in the Omnibus Trade and Competitiveness Act of 1988.

National Aeronautics and Space Administration

GAO work will focus primarily on the agency's resource management efforts, such as its progress in rehabilitating its older facilities, identifying and minimizing the impact of actual and prospective losses of its scientific and engineering personnel, and operating an efficient and effective acquisition system. In addition, GAO will review selected aspects of the space transportation system, the space station and space science programs, and the agency's technology development and utilization activities.

Energy

GAO work will cover all aspects of production, regulation, and consumption of all forms of energy. It will be directed at such areas as nuclear waste disposal, energy security, electricity, uranium enrichment, research and development, synthetic fuels, natural gas, energy conservation, nuclear safety and health, and the overall management of the federal government's energy complex. Particular emphasis will focus on continuing problems of modernization and cleanup at DOE's nuclear weapons complex, energy security issues, and controls over DOE contractors.

Food and Agriculture

GAO work will cover a wide range of food and agricultural issues, including farm production of food and fiber--especially the major federally supported crops, such as wheat, corn and soybeans; the marketing and the distribution of food products; soil and water conservation; the U.S. Forest Service; agricultural services, especially farm credit and related financial issues surrounding the Farmers Home Administration; issues facing rural America; and nutrition programs, including food stamps. The upcoming debate on a new farm bill will intensify GAO efforts in evaluations of farmer loan and credit issues, disaster assistance, and soil and water conservation issues.

Transportation

GAO work will address virtually every part of the transportation system. Strong emphasis will be maintained on the performance of air traffic controllers and the Federal Aviation Administration's multibillion-dollar air traffic control modernization program, management of congested airports and airspace, and reduced competition within the airline industry and its effects on travelers. Emphasis will be given to highway and railroad safety, Coast Guard operations, and the surface transportation infrastructure (such as highways and bridges).

Housing and Community Development

Work in this area will include examining the federal government's role in addressing affordability and preservation of low income housing; homelessness; and economic development of distressed areas through such programs as block grants, enterprise zones, and minority business development. GAO will emphasize the internal controls and issues of fraud, waste, and abuse in federal programs. Specifically, it plans to examine HUD's multibillion-dollar Comprehensive Improvement Assistance Programs with its estimated $2 billion in annual expenditures and the transitional housing shelter program for the homeless.

Environmental Protection

Although it will focus largely on programs administered by the Environmental Protection Agency, GAO work on environmental protection will take in all federal policies and activities relating to the environment. It will encompass those areas in which the federal government already has a responsibility--protection of air and water quality, cleanup and regulation of hazardous wastes, and pesticide and toxic substance regulation--as well as those areas in which a federal role does not yet exist but may be called for, such as protecting global resources. Over the next few years, much GAO work will concern legislative questions, as every major piece of environmental legislation comes due for reauthorization. GAO will also begin to examine basic environmental policies, taking a look at, for example, alternatives to conventional methods of pollution control and alternative methods of financing pollution control.

Natural Resources Management

GAO work will encompass all aspects of planning, managing, and controlling federal natural and water resources. Of efforts focused on issues relating to mineral leasing and development, water resources management, resources protection, Indian affairs, and parks and recreation, particular emphasis will be placed on Department of the Interior management of Indian programs.

Financial Management Standards and Initiatives

GAO will continue its efforts to streamline the budget structure and process with emphasis on restructuring the budget into trust funds, enterprise-type funds, and other government funds and will divide these into operating and capital components. GAO work will also address the budgetary treatment of credit programs and multiyear contracts, the distinction between trust and special funds, and the use of expenditure limitations.

GAO last issued revised accounting principles for federal agencies in 1984. Because of the fact that a number of major accounting issues have arisen since then and because of its research and audits of federal agencies, GAO has identified several major accounting issues that are unique to federal government accounting. In fiscal year 1990, GAO plans to work on implementing the new framework for setting accounting standards, revisiting the underlying concepts of federal accounting, studying accounting for human resources, and looking at several issues identified by the study of the major issues completed this past year.

Internal Control and Financial Management Systems Audits

GAO's review of federal agencies' accounting systems--in operation and under development--will continue to be a major part of GAO's strategy for improving federal financial management. In addition, GAO will also concentrate on reviews of governmentwide issues, such as debt collection, cash management, and loan asset sales.

Financial Statement Audits

GAO will continue to emphasize the importance of current, complete, and accurate financial information. GAO will also continue to perform audits in the banking area; to expand audits of the defense agencies; and to audit major agencies, such as VA and Agriculture.

GAO will continue to help the Congress resolve the savings and loan crisis by fulfilling the significant responsibilities given GAO by the Financial Institutions Reform, Recovery, and Enforcement Act of 1989. GAO also will continue to provide timely information on the condition of other insurance funds, such as banks, credit unions, and pensions.

Audit Oversight and Policy

GAO will continue to stress the need for quality audit organizations and quality audits by both federal and nonfederal auditors. During the coming year, work will include reviews of the Defense Contract Audit Agency, CPA audits of pension plans, and audit follow-up systems.

Information Management and Technology

GAO work in this area is directed at assisting the Congress and executive agencies to ensure that federal money spent on computers and telecommunications is used economically and results in efficient and effective systems. GAO will focus primarily on (1) addressing the effectiveness of selected central agencies' oversight of executive agencies' information management activities and (2) agency-specific work related to acquiring and managing computer and telecommunications resources in the following areas: financial institutions and markets, tax policy and administration, income security, health care delivery and quality, aviation transportation, defense automated information systems, and space and space-related technologies.

Program Evaluation and Methodology

GAO work will focus on applying systematic research methods to assess program design, implementation, and effectiveness involving matters of national interest. It will also demonstrate methodological approaches that can effectively be applied. Recent examples include application of log-linear analysis to questions about automobile safety and participation in the food stamp program; application of statistical survival analysis to questions about the effectiveness of breast cancer treatments; development of an evaluation framework for children's programs; and the application of quantitative forecasting methods to estimate future immigration levels, the number of homeless children and youth, and the number of acquired immune deficiency syndrome (AIDS) cases.

Productivity

Measuring productivity by the number of products issued is not in itself a complete measure of GAO effectiveness. GAO's success lies in the extent to which it can help committees and members carry out their responsibilities. GAO's success also depends on the ability to convince agencies of the need to implement GAO recommendations to improve their effectiveness and to reduce the cost of their operations and programs.

Products

During fiscal year 1989, GAO issued 1,098 reports and testimonies. Of this total, 96 percent were produced for the Congress and included 217 testimonies. The volume of work done by the Claims Group (included in table 3 as "Other") increased 3 percent from the fiscal year 1988 level of 9,510 to 9,800.

The Office of the General Counsel's output of selected products showed a modest increase over the levels reported for fiscal year 1988. While bid protest decisions declined about 2 percent from the fiscal year 1988 level, congressional opinions increased by 3 percent and executive branch decisions increased 17 percent. A major portion of OGC's resources were redirected to audit division legal assistance as a result of their reorganization last year.

	FY 1989 data
Number of Opinions for the Congress	232
Legal Decisions and Advice	5,838
--Number of bid protest decisions	(2,917)
--Number of executive branch decisions	(669)
--Other	(2,252)
Bill comments	48
Total selected products	6,118

GAO communicated the results of its work using various media. Where appropriate, briefing reports, fact sheets, and letter reports were used in place of chapter reports as a faster means of communicating official information to congressional requesters and agency officials. During fiscal year 1989, GAO issued 74 reports to the Congress 590 to congressional committees and 122 to members. GAO also used the audiovisual medium as supplements to three reports--Guatemalan Refugees, the Northern Somalia Conflict, and Seized Assets. Additionally, GAO used chapter reports to consolidate GAO work in particular areas into comprehensive statements.

The following table shows products issued in fiscal year 1989 and estimates of products to be issued in fiscal years 1990 and 1991.

Table 4: GAO Products Issued in FY 1989, FY 1990 and FY 1991 by Product Type

Products	1989 Actual	1990 Estimate	1991 Estimate
A. Congressional			
--Briefing Reports	85	90	100
--Fact Sheets	79	85	95
--Letter Reports	438	445	475
--Chapter Reports	227	245	260
B. Agency & Other			
--Letter Reports	37	40	40
--Chapter Reports	15	20	20
TOTAL	881	925	990
C. Testimony [1]	217	240	240
D. Congressional Inquiries on Claims Activities	117	125	140
E. Legal Decisions and Advice	5,838	6,015	6,075
F. Legal Opinions and Interpretations for the Congress	232	225	235
G. Bill Comments	48	40	45
H. Other [2]	9,860	9,965	10,270
GRAND TOTAL	17,193	17,535	17,995

1 Division totals for fiscal year 1989 do not add up to GAO's total because of joint testimonies by divisions.

2 The majority of work in this category is work performed by the Claims Group. The category also includes reports issued by the Office of Special Investigations (OSI) and briefings that are not entered in the GAO document system due to their restricted classifications.

Changes in GAO's Prior Plans for Fiscal Years 1989 and 1990

Planned Expenditures by Budget Object Class (BOC)

Each year, GAO gives the Congress a detailed list of how it plans to spend the funding appropriated for the current year and that requested for the budget year. As GAO executes the budget, it tries to spend its appropriation in accordance with the plan as presented to the Congress; however, unforeseen circumstances sometimes dictate that these plans change. GAO policy is to seek approval from the Congress before shifting significant amounts of funding designated and approved for major projects by the Congress.

Tables 4 and 5 compare planned expenditures for fiscal year 1989 and fiscal year 1990 (as shown in the Fiscal Year 1990 Justification of Estimates) with the actual expenditures for FY 1989 and with the revised estimates for fiscal year 1990, respectively. Explanations are provided for variances of more than 10 percent or $100,000, whichever is greater.

Table 4: Fiscal Year 1989 Revised Estimates Compared With Fiscal Year 1989 Actual Expenditures (Dollars in Thousands)

BOC		Revised 1989[a]	Actual 1989	Under(-) over(+) revised 1989
11	Personnel Compensation			
11.1	Full-time Permanent	$216,243	$214,225	-$2,018
11.3	Positions Other Than Permanent	3,515	3,087	- 428
11.5	Other Personnel Compensation	3,711	3,708	- 3
	Subtotal	223,469	221,020	- 2,449
12	Personnel Benefits	35,503	35,860	+ 357
13	Benefits for Former Personnel	200	201	+ 1
	Subtotal	35,703	36,061	+ 358
21	Travel and Transportation of Persons	17,194	17,312	+ 118
22	Transportation of Things	620	619	- 1
23	Rent, Communications, and Utilities	21,597	22,317	+ 720
24	Printing and Reproduction	3,159	3,084	- 75
25	Other Services	28,007	28,640	+ 633
26	Supplies and Materials	2,063	2,269	+ 206
31	Equipment	8,101	7,817	- 284
32	Land and Structures	7,391	7,300	- 91
42	Claims and Indemnities	35	101	+ 66
	Total	$347,339	$346,540	-$ 799

[a]Includes approved reprogramming.

Table 5: Fiscal Year 1990 Estimates Compared With Fiscal Year 1990 Revised Estimates (Dollars in Thousands)

BOC		Estimated 1990	Revised 1990	Under(-) Over(+) Estimated 1990
11	Personnel Compensation	$228,003	$226,000	- 2,003
11.1	Full-time Permanent	3,515	3,395	- 120
11.3	Positions Other Than Permanent	3,719	3,861	+ 142
11.5	Other Personnel Compensation	235,237	233,256	- 1,981
	Subtotal			
12	Personnel Benefits	40,650	40,253	- 397
13	Benefits for Former Personnel	221	203	- 18
	Subtotal	40,871	40,456	- 415
21	Travel and Transportation of Persons	18,570	19,059	+ 489
22	Transportation of Things	620	515	- 105
23	Rent, Communications, and Utilities	20,662	22,526	+ 1,864
24	Printing and Reproduction	2,817	3,478	+ 661
25	Other Services	31,983	32,600	+ 617
26	Supplies and Materials	1,681	2,226	+ 545
31	Equipment	8,442	5,565	- 2,877
32	Land and Structures	9,361	3,940	- 5,421
42	Claims and Indemnities	40	40	-
50	Interagency Transfer	- 5,564	- 5,564	-
	Total	$364,720	$358,097	- 6,623

BOC	Description/Reasons	Amount Subject to Explanation
24	Printing and Reproduction	+379

--During fiscal year 1989, the Committee approved a reprogramming to fund Government Printing Office (GPO) price increases for regular and priority printing jobs. For fiscal year 1990, it is necessary to budget higher sums to cover annualization of the 1989 price increases, as well as the expected 1990 increases. The 1990 revised level is about 10 percent greater than the revised fiscal year 1989 allocation.

BOC	Description/Reasons	Amount Subject to Explanation
26	Supplies and Materials	+377

--During fiscal year 1989, the Committee approved a reprogramming so that GAO could purchase paper used in its printing plant for issuing its products that are not printed by GPO vendors. The revised estimate for fiscal year 1990 is only 8 percent higher than the fiscal year 1989 revised allocation and is less than what was actually obligated in 1989.

1300

Staffing

GAO employs staff with a variety of occupational interests and abilities to fulfill its mission. The majority of the staff are full-time permanent employees in the audit and evaluation divisions. However, a small number of full-time temporaries and part-time permanent employees are on board throughout the year. Consultants, cooperative education program participants, stay-in-school students, summer program participants, and other temporaries are employed to assist with specific projects, to help handle peak work loads, and to fill in during summer vacations.

The following table shows actual use for fiscal year 1989 and planned use of such staff for fiscal years 1990 and 1991.

Table 6: Summary of Personnel and Compensation

Dollar amounts in thousands

Classification	Number of Employees			Amount		
	1989	1990 REV	1991	1989	1990 REV	1991
Staff Ceiling 1/ (Total average positions)	5,061	5,100	5,200	214,225	226,000	252,041
11.1 Full-Time Permanent 2/						
Full-Time Permanent	5,063	5,123	5,248	210,325	221,875	247,454
Full-Time Temporary	35	38	38	1,488	1,573	1,760
Part-Time Permanent	118	117	119	2,412	2,552	2,827
11.3 Other Than Full-Time Permanent 3/						
Expert/Consultant	293	311	334	873	1,015	1,337
Other Temporary	178	146	146	1,703	1,716	1,733
Summer Hire	84	73	83	272	257	260
Co-op	55	65	67	239	407	411
11.5 Other Personnel Compensation	-	-	-	3,708	3,861	4,573
25.0 Other Services (Contracts for on-site personal services) 4/	100	113	123	12,590	14,982	16,083

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent our actual usage for fiscal year 1989, the Committee-approved level for fiscal year 1990, and our requested level for fiscal year 1991.

2/ These numbers reflect "Total Employees on Board" at a particular point in time and they do not directly relate to the Staff Ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees we will have in these programs during the year. A large number of them will only work for portions of the year. Some will only work for a few days.

4/ Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency work space) for six months or more during a twelve month period.

Fiscal Year 1991 Budget Request

Need for Additional Full-Time Permanent Staff

For fiscal year 1991, GAO is requesting congressional approval of an additional 100 average positions over the currently approved level of 5,100. This increase will bring total GAO staffing closer to a level at which it can provide the kind of coverage of government programs needed by the Congress.

The 100 additional average positions are planned for use as follows:

-- 35 to help GAO identify and report mismanagement, fraud and abuse in federal programs, such as that uncovered at HUD. Based on prior work and knowledge and information from other sources, GAO has initially targeted about a dozen highly vulnerable areas for review and plans to report findings and recommendations to the Congress. The agency also will be reporting on weaknesses which could make a program vulnerable to problems in the future.

-- 35 to examine the effect on U.S. interests stemming from worldwide political, military and economic restructuring. This will affect work on international security, trade, finance, competitiveness, international relations, and defense.

-- 15 to allow GAO to increase its coverage of domestic banking and securities issues, program additional work in the domestic and international equities and futures markets areas, and the Resolution Trust Corporation's management of assets from failed savings and loans.

-- 15 to respond to growing congressional interest in domestic safety and health issues such as the Federal Aviation Administration's air traffic control system, nuclear waste disposal, and health care cost control.

Consultants

In addition to hiring permanent staff, GAO hires consultants, in accordance with 5 U.S.C. 3109, to provide the necessary additional expertise for audit and evaluation work. As the programs reviewed continue to become more complex, additional assistance in certain subject areas will be needed.

Travel

Due to the sequester, GAO had to reduce travel in support of its audit and evaluation work in fiscal year 1990. For fiscal year, 1991, the agency needs to restore travel to its previous level and add funding to cover inflationary rate changes and to permit greater supervisory involvement in audits and evaluations and improve our service to the Congress and the quality of work by permitting more time for collecting and verifying data in the field.

Training

GAO has adopted the requirement of the Government Auditing Standards (published in 1988) that all audit and evaluation staff complete a minimum of 80 hours of continuing professional education every 2 years to ensure that GAO work is done in a manner consistent with the latest advancements in issues of concern to the Congress. To meet this requirement GAO is requesting an increase in its training accounts to permit greater use of educational institutions and to deliver courses being developed by the GAO Training Institute for its professional, administrative, and executive staff. These increases are explained more fully on pages P-17 and P-18 of the Budget Detail.

ADP and Telecommunications

GAO will continue to pursue the objectives established by its Information Resources Management Plan and the House Appropriations Committee Report of fiscal year 1990. The requested increase will fund (1) implementation and operation of GAO's assignment and management tracking system at the Department of Agriculture's National Finance Center, (2) purchase of additional microcomputers and associated software in support of GAO audit and evaluation work and (3) procurement and evaluation of printing and production technology as a component of the Phase II Shared Resource Pilot Project.

In the telecommunications area, GAO is requesting funding to permit it to comply with the Appropriations Committee's direction (as stated in the report on the "Legislative Branch Appropriations Bill, 1990") that it "obtain modern capabilities consistent with those being developed by the Congress and support agencies and to significantly reduce operating expenses". Thus, the fiscal year 1991 request includes funding to support the acquisition of more cost effective long distance voice communications and a high quality local voice and data communications system which is compatible with the Legislative Branch Telecommunications Plan. The investment in this system is anticipated to reduce future costs, improve service, and provide effective integration with the other Legislative agencies.

Appropriation Language

GAO's appropriation language does not include continuation of support for the Governmental Accounting Standards Board (GASB). Since fiscal year 1985 GAO has served as the federal contributor to the establishment of the Board. The purpose of the Board is to determine uniform accounting standards for state and local governments. Since the Board is now fully established, there is no further need for federal support.

Other Services

GAO procures many services through interagency agreements and through contracts with private firms. In deciding whether to contract for services, many factors are considered. A major factor in such decisions is the cost of providing the services in-house versus the cost of contracting.

Table 7 shows GAO's actual (fiscal year 1989) and estimated (fiscal years 1990 and 1991) costs for and numbers of contracts for those areas where assistance is needed from public and private entities.

Table 7: Object Class 25.0 Other Services

Types of Service Provided Under Contracts	FY 1989 No.	FY 1989 Amount	FY 1990 No.	FY 1990 Amount	FY 1991 No.	FY 1991 Amount
Administrative Support	48	$10,482,331	50	$14,820,260	50	$16,071,510
ADP Services	24	10,053,273	24	9,453,510	23	11,400,840
Audit Support	20	2,134,355	19	1,239,020	24	2,139,380
Health Services	11	410,632	13	431,640	15	495,990
Maintenance	10	883,689	10	834,720	10	1,031,650
Security Investigations	2	334,000	2	360,000	2	516,000
Training	14	637,569	15	965,520	16	1,113,480
Total for Contracts	129	$24,935,849	133	$28,104,670	140	$32,768,850
Miscellaneous Purchase Orders		3,704,151		4,495,330		5,322,150
Total for Other Services		$28,640,000		$32,600,000		$38,091,000

Organizational Changes

During fiscal year 1989, there were several changes in the management team.

-- Mr. Fred Wolf left GAO for a position at Price Waterhouse and was replaced as Assistant Comptroller General for Accounting and Financial Management by Mr. Donald Chapin, formerly a senior partner with the accounting firm of Arthur Young and Company.

-- Two other important positions were filled. Mr. Kevin Boland, formerly Director of Operations of the Resources, Community, and Economic Development Division, was appointed as the Director of the Office of Information Resources Management, and Mr. Sidney G. Winter, formerly a professor of economics and management at Yale University, was appointed as GAO's Chief Economist.

-- Also, Mr. David G. Mathiasen, formerly Assistant Director for Budget Review at the Office of Management and Budget, was appointed as Special Assistant to the Assistant Comptroller General to serve as a member of GAO's senior team on financial, management, and budget issues and on other special projects.

In addition, there was one office change. The office in Panama City, Panama, was closed for the protection of GAO's employees. This office had served as an audit site of the National Security and International Affairs Division. Work, formerly assigned to staff in Panama, will be handled by staff in headquarters and regional offices.

AVERAGE POSITIONS ALLOCATED
FOR FY 1990

ATTACHMENT A

ISSUE AREA/AREAS OF INTEREST	OGD	HHS	DEFENSE	ED/ED	AFRD	DHEC	FEMA	OTHER	TOTAL
—GSD—									
FINANCIAL INSTITUTIONS & MARKETS	115	0	0	0	0	28	0	0	143
TAX POLICY & ADMINISTRATION	124	0	0	0	0	25	0	0	149
ADMINISTRATION OF JUSTICE	105	0	0	0	0	14	0	0	119
GENERAL MANAGEMENT ISSUES	66	21	15	12	4	11	0	0	123
WORKFORCE QUALITY	64	0	0	0	0	0	0	0	64
GOVT'L BUSINESS OPERATIONS	72	0	0	0	0	0	0	0	72
GOVT'L ORGANIZATION & STATISTICS	40	0	0	0	0	0	0	0	40
CLAIMS	40	0	0	0	0	0	0	0	40
DIRECTOR'S OFFICE & SUPPORT	75	0	0	0	0	0	0	0	75
SUBTOTAL	701	21	15	12	4	72	0	0	825
—HHS—									
INCOME SECURITY	0	139	0	4	0	4	0	0	148
HEALTH MEDICINE & RESEARCH	0	100	0	0	0	14	0	0	114
HEALTH DIRECT DELIVERY	0	77	0	0	0	10	0	0	87
PUBLIC HEALTH/NATIONAL HEALTH ISSUES	0	62	0	0	0	4	0	0	66
EDUCATION & EMPLOYMENT	0	100	0	0	0	4	0	0	104
INTERGOVERNMENTAL RELATIONS	0	45	0	0	0	0	0	0	45
NON-ISSUE AREA WORK	0	14	0	0	0	0	0	0	14
DIRECTOR'S OFFICE & SUPPORT	0	44	0	0	0	0	0	0	44
SUBTOTAL	0	589	0	4	0	36	0	0	631
—DEFENSE—									
AIR FORCE	0	0	130	0	0	0	0	0	130
ARMY	0	0	132	0	0	0	0	0	132
NAVY	0	4	100	0	0	0	0	0	100
MARP	0	0	130	0	0	0	0	0	130
MANPOWER & RESERVE AFFAIRS	0	0	50	0	0	0	0	0	50
LOGISTICS	0	0	61	0	0	0	0	0	61
C3I	0	0	74	0	0	0	0	0	74
SECURITY & INTERNATIONAL RELATIONS	0	0	54	0	0	0	0	0	54
FOREIGN ECONOMIC ASSISTANCE	0	0	57	0	0	0	0	0	57
INTERNATIONAL TRADE & FINANCE	0	0	72	0	0	0	0	0	72
NAT'L AERONAUTICS & SPACE ADMIN.	0	0	31	0	0	0	0	0	31
NON-ISSUE AREA WORK	0	0	6	0	0	0	0	0	6
DIRECTOR'S OFFICE & SUPPORT	0	0	79	0	0	0	0	0	79
SUBTOTAL	0	0	1020	0	0	0	0	0	1020
—ED/ED—									
ENERGY	0	0	7	131	0	0	0	0	138
FOOD & AGRICULTURE	0	0	6	109	0	9	0	0	124
TRANSPORTATION	0	0	0	117	0	22	0	0	139
HOUSING & COMMUNITY DEVELOPMENT	0	0	0	80	0	0	0	0	80
ENVIRONMENTAL PROTECTION	0	0	15	110	0	0	0	0	125
NATURAL RESOURCES MANAGEMENT	0	0	0	95	0	5	0	0	100
NON-ISSUE AREA WORK	0	0	0	17	0	0	0	0	17
DIRECTOR'S OFFICE & SUPPORT	0	0	0	100	0	0	0	0	100
SUBTOTAL	0	0	28	759	0	36	0	0	823
—OFRD—									
FINANCIAL MGT. STANDARDS & INITIATIVES	0	0	0	0	47	0	0	0	47
INTERNAL CONTROL & FINANCIAL MGT SYSTEMS	11	11	11	11	102	9	0	0	155
FINANCIAL STATEMENT AUDITS	0	0	0	0	253	9	0	0	62
AUDIT OVERSIGHT & POLICY	0	0	0	0	62	0	0	0	60
DIRECTOR'S OFFICE & SUPPORT	0	0	0	0	68	0	0	0	68
SUBTOTAL	11	11	11	11	532	9	0	0	585
—DHEC—									
INFORMATION MANAGEMENT & TECHNOLOGY	0	0	0	0	0	132	0	0	132
NON-ISSUE AREA WORK	0	0	0	0	0	2	0	0	2
DIRECTOR'S OFFICE & SUPPORT	0	0	0	0	0	55	0	0	55
SUBTOTAL	0	0	0	0	0	189	0	0	189
—FEMA—									
PROGRAM EVALUATION & METHODOLOGY	0	0	0	0	0	0	92	0	92
NON-ISSUE AREA WORK	0	0	0	0	0	0	2	0	2
DIRECTOR'S OFFICE & SUPPORT	0	0	0	0	0	0	21	0	21
SUBTOTAL	0	0	0	0	0	0	115	0	115
—OTHER—									
INVESTIGATIONS	0	0	0	0	0	0	0	37	37
OFFICE OF THE CHIEF ECONOMIST	0	0	0	0	0	0	0	16	16
OFFICE OF THE GENERAL COUNSEL	0	0	0	0	0	0	0	216	216
SUBTOTAL	0	0	0	0	0	0	0	269	269
TOTAL MISSION RELATED WORK	712	621	1082	780	536	342	115	269	4465
TOP MANAGEMENT AND MISSION SUPPORT OFFICES									635
TOTAL OMB									5100

AVERAGE POSITIONS ALLOCATED FOR FY 1991 — ATTACHMENT 3

ISSUE AREA/AREAS OF INTEREST	MISSION DEV/DEC	GBD	HHS	HUD&D	HCED	AFRD	DHEC	PERD	OTHER	TOTAL
—MISSION DIVISIONS/OFFICES—	100	0	0	0	0	0	0	0	0	100
SUBTOTAL	100	0	0	0	0	0	0	0	0	100
—GBD—										
FINANCIAL INSTITUTIONS & MARKETS	0	115	0	8	0	0	20	0	0	143
TAX POLICY & ADMINISTRATION	0	124	0	0	0	0	25	0	0	149
ADMINISTRATION OF JUSTICE	0	103	0	0	0	0	16	0	0	119
GENERAL MANAGEMENT ISSUES	0	60	21	15	12	4	11	0	0	123
WORKFORCE QUALITY	0	64	0	0	0	0	0	0	0	64
DEPT & BUSINESS OPERATIONS	0	72	0	0	0	0	0	0	0	72
DEPT INFORMATION & STATISTICS	0	40	0	0	0	0	0	0	0	40
CLAIMS	0	40	0	0	0	0	0	0	0	40
DIRECTOR'S OFFICE & SUPPORT	0	75	0	0	0	0	0	0	0	75
SUBTOTAL	0	701	21	23	12	4	72	0	0	833
—HHS—										
INCOME SECURITY	0	0	130	0	6	0	4	0	0	140
HEALTH MEDICARE & MEDICAID	0	0	100	0	0	0	14	0	0	114
HEALTH DIRECT DELIVERY	0	0	77	0	0	0	10	0	0	87
PUBLIC HEALTH/NATIONAL HEALTH ISSUES	0	0	62	0	0	0	4	0	0	66
EDUCATION & EMPLOYMENT	0	0	100	0	0	0	4	0	0	104
INTERGOVERNMENTAL RELATIONS	0	0	45	0	0	0	0	0	0	45
NON-ISSUE AREA WORK	0	0	14	0	0	0	0	0	0	14
DIRECTOR'S OFFICE & SUPPORT	0	0	61	0	0	0	0	0	0	61
SUBTOTAL	0	0	589	0	6	0	36	0	0	631
—HUAD—										
AIR FORCE	0	0	0	130	0	0	0	0	0	130
ARMY	0	0	0	132	0	0	0	0	0	132
NAVY	0	0	0	100	0	0	0	0	0	100
USMC	0	0	0	120	0	0	0	0	0	120
RESERVE & RESERVE AFFAIRS	0	0	0	30	0	0	0	0	0	30
LOGISTICS	0	0	0	61	0	0	0	0	0	61
C3I	0	0	0	74	0	0	0	0	0	74
SECURITY & INTERNATIONAL RELATIONS	0	0	0	54	0	0	0	0	0	54
FOREIGN ECONOMIC ASSISTANCE	0	0	0	57	0	0	0	0	0	57
INTERNATIONAL TRADE & FINANCE	0	0	0	72	0	0	0	0	0	72
NAT'L AERONAUTICS & SPACE ADMIN.	0	0	0	31	0	0	0	0	0	31
NON-ISSUE AREA WORK	0	0	0	6	0	0	0	0	0	6
DIRECTOR'S OFFICE & SUPPORT	0	0	0	79	0	0	0	0	0	79
SUBTOTAL	0	0	0	1020	0	0	0	0	0	1020
—HCED—										
ENERGY	0	0	0	7	131	0	0	0	0	138
FOOD & AGRICULTURE	0	0	0	6	109	0	9	0	0	124
TRANSPORTATION	0	0	0	0	117	0	22	0	0	139
HOUSING & COMMUNITY DEVELOPMENT	0	0	0	0	80	0	0	0	0	80
ENVIRONMENTAL PROTECTION	0	0	0	15	110	0	0	0	0	125
NATURAL RESOURCES MANAGEMENT	0	0	0	0	95	0	5	0	0	100
NON-ISSUE AREA WORK	0	0	0	0	17	0	0	0	0	17
DIRECTOR'S OFFICE & SUPPORT	0	0	0	0	100	0	0	0	0	100
SUBTOTAL	0	0	0	28	759	0	36	0	0	823
—AFRD—										
FINANCIAL MGT. STANDARDS & INITIATIVES	0	0	0	0	0	47	0	0	0	47
INTERNAL CONTROL & FINANCIAL MGT SYSTEMS	0	11	11	11	11	102	9	0	0	155
FINANCIAL STATEMENT AUDITS	0	0	0	0	0	233	0	0	0	233
AUDIT OVERSIGHT & POLICY	0	0	0	0	0	62	0	0	0	62
DIRECTOR'S OFFICE & SUPPORT	0	0	0	0	0	68	0	0	0	68
SUBTOTAL	0	11	11	11	11	532	9	0	0	585
—DHEC—										
INFORMATION MANAGEMENT & TECHNOLOGY	0	0	0	0	0	0	132	0	0	132
NON-ISSUE AREA WORK	0	0	0	0	0	0	2	0	0	2
DIRECTOR'S OFFICE & SUPPORT	0	0	0	0	0	0	55	0	0	55
SUBTOTAL	0	0	0	0	0	0	189	0	0	189
—PERD—										
PROGRAM EVALUATION & METHODOLOGY	0	0	0	0	0	0	0	92	0	92
NON-ISSUE AREA WORK	0	0	0	0	0	0	0	2	0	2
DIRECTOR'S OFFICE & SUPPORT	0	0	0	0	0	0	0	21	0	21
SUBTOTAL	0	0	0	0	0	0	0	115	0	115
—OTHER—										
INVESTIGATIONS	0	0	0	0	0	0	0	0	37	37
OFFICE OF THE CHIEF ECONOMIST	0	0	0	0	0	0	0	0	16	16
OFFICE OF THE GENERAL COUNSEL	0	0	0	0	0	0	0	0	216	216
SUBTOTAL	0	0	0	0	0	0	0	0	269	269
TOTAL MISSION RELATED WORK	100	712	621	1082	788	536	342	115	269	4465
TOP MANAGEMENT AND MISSION SUPPORT OFFICES										435
TOTAL OGD										5200

Schedule A

GENERAL ACCOUNTING OFFICE
Summary
By Organization and by Object Class
(Dollar amounts in thousands)

Categories	1989 Actual		1990 Revised Estimate[1]		1991 Estimate		Net Change 1990 to 1991	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
1. Breakdown By Organization:								
Top Management	35	2,897	30	2,784	30	3,308	-	+ 524
Mission Divisions/Offices					100	5,876	+ 100	+ 5,876
Program Divisions	437	22,811	447	24,265	447	27,096	-	+ 2,831
GGD	324	18,019	325	18,958	325	21,312	-	+ 2,354
NRD	544	30,546	551	32,960	551	36,473	-	+ 3,513
NSIAD	440	24,591	468	27,161	468	30,167	-	+ 3,006
RCED								
Technical Divisions	303	17,652	293	17,419	293	19,462	-	+ 2,043
AFMD	205	10,836	209	11,878	209	13,533	-	+ 1,655
IMTEC	101	5,646	93	5,488	93	6,110	-	+ 622
PEMD								
Offices	14	832	16	1,009	16	1,134	-	+ 125
OCE	224	12,144	216	12,675	216	14,439	-	+ 1,764
OGC	39	2,537	37	2,708	37	2,979	-	+ 271
OSI	1,795	95,934	1,810	101,041	1,810	112,049	-	+ 11,008
Regional and Overseas Offices	600	102,095	605	99,751	605	133,310	-	+ 33,559
Mission Support								
Total	5,061	346,540	5,100	358,097	5,200	427,248	+ 100	+ 69,151
2. Breakdown By Object Class:								
11 Personnel Compensation	5,061	221,020	5,100	233,256	5,200	260,355	+ 100	+ 27,099
12 Personnel Benefits		35,860		40,253		47,921	-	+ 7,668
13 Benefits for Former Personnel		201		203		224	-	+ 21
21 Travel and Transportation of Persons		17,312		17,659		21,898	-	+ 4,239
22 Transportation of Things		619		515		770	-	+ 255
23 Rent, Communications, & Utilities		22,317		22,526		25,106	-	+ 2,580
24 Printing and Reproduction		3,084		3,478		3,903	-	+ 425
25 Other Services		28,640		32,600		38,091	-	+ 5,491
26 Supplies and Materials		2,269		2,226		3,047	-	+ 821
31 Equipment		7,817		5,565		18,986	-	+ 13,421
32 Land and Structures		7,300		5,340		12,807	-	+ 7,467
42 Insurance Claims and Indemnities		101		40		55	-	+ 15
50 Interagency Transfer		-		- 5,564		- 5,915	-	- 351
Total	5,061	346,540	5,100	358,097	5,200	427,248	+ 100	+ 69,151

[1] Reflects reductions of $6,623,000 pursuant to P.L. 99-177 and P.L. 101-164.

Schedule B

GENERAL ACCOUNTING OFFICE
Analysis of Change
By Organization and by Object Class
(Dollar amounts in thousands)

Categories	Mandatory Changes		Price Level Changes		Program Type Changes						Total Changes	
					Legislation		Workload		Equipment, Alterations, Maintenance, Repairs, etc			
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
1. Breakdown By Organization:												
Top Management		+454		+23				+41		+6		+524
Mission Divisions/Offices							+100	+5,876		-6	+100	+5,876
Program Divisions												
GGD		+2,515		+60				+235		+21		+2,831
HRD		+2,039		+64				+230		+21		+2,354
NSIAD		+3,205		+132				+160		+15		+3,513
RCED		+2,740		+82				+169		+15		+3,006
Technical Divisions												
AFMD		+1,511		+83				+438		+11		+2,043
IMTEC		+1,429		+40				+176		+10		+1,655
PSMD		+508		+24				+82		+8		+622
Offices												
OCE		+114		+1				+10				+125
OGC		+1,319		+20				+421		+4		+1,764
OSI		+218		+19				+32		+2		+271
Regional and Overseas Offices		+8,575		+1,008				+1,318		+107		+11,008
Mission Support		+4,637		+4,205				+4,061		+20,656		+33,559
Total		+29,285		+5,761			+100	+13,249		+20,876	+100	+69,151
2. Breakdown By Object Class:												
11 Personnel Compensation		+22,377					+100	+4,722			+100	+27,099
12 Personnel Benefits		+6,867						+801				+7,668
13 Benefits for Former Personnel		+21										+21
21 Travel and Transportation				+1,525				+2,714				+4,239
22 Transportation of Things				+52				+203				+255
23 Rent, Communications, & Utilities				+1,967				+489		+124		+2,580
24 Printing and Reproduction				+244				+181				+425
25 Other Services				+1,173				+3,230		+1,088		+5,491
26 Supplies and Materials				+112				+709				+821
31 Equipment				+223				+200		+12,998		+13,421
32 Land and Structures				+450						+7,017		+7,467
42 Insurance Claims and Indemnities				+15								+15
90 Interagency Transfer										-351		-351
Total		+29,265		+5,761		--	+100	+13,249		+20,876	+100	+69,151

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SCHEDULE C

GENERAL ACCOUNTING OFFICE
Summary
Detailed Analysis of Change by Organization
(Dollar amounts in thousands)

	Calculation of Base	
	Staff	Amount
Appropriation 1990		364,720
Reduction Pursuant to P.L. 101-164		- 1,568
Reduction Pursuant to P.L. 99-177		- 5,055
Plus: Estimated Reimbursements		+ 600
Minus: Estimated Reimbursements		- 600
Budget Base, 1990	5,100	358,097
	1991 Request	
1. Adjustments to Base	Staff	Amount
A. Mandatory Pay and Related Costs		+ 29,265
1. Annualization of FY 1990 Salaries		+ 4,471
2. Ingrade Increases		+ 4,573
3. Promotions		+ 2,991
4. Restitution of Authorized Level		+ 1,773
5. Executive Pay Raise		+ 2,831
6. Civilian Pay Raise		+ 3,147
7. Extra Day		+ 946
8. Positions Other Than Permanent		+ 33
9. Terminal Leave Payments		+ 900
10. Other Personnel Compensation		+ 712
11. Personnel Benefits		+ 6,867
12. Benefits For Former Personnel		+ 21
B. Price Level Changes		+ 5,761
1. Travel Increase of 9%		+ 1,525
2. Transportation of Things Increase of 10%		+ 52
3. Office Space Rental Increase of 11%		+ 1,575
4. Rent, Communications and Utilities Increase of 6%		+ 377
5. Federal Telecommunications System Increase of 1%		+ 15
6. Printing and Reproduction Increase of 7%		+ 244
7. Training Increase of 5%		+ 135
8. Foreign Affairs Administrative Support Increase of 10%		+ 85
9. Contract Services Increase 3%		+ 759
10. Other Miscellaneous Services Increase of 5%		+ 196

SCHEDULE C

GENERAL ACCOUNTING OFFICE

Summary

Detailed Analysis of Change by Organization

(Dollar amount in thousands)

	1991 Request	
	Staff	Amount
11. Supplies and Materials Increase of 5%		+ 112
12. Furniture and Equipment Increase of 4%		+ 223
13. Land and Structures Increase of 11%		+ 450
14. Insurance Claims and Indemnities Increase of 38%		+ 15
C. Program Type Changes		
1. Legislation		-
2. Workload		
a. Staff Level Increases	+ 100	+ 5,984
(1) Permanent Positions		+ 4,409
(2) Personnel Benefits		+ 801
(3) Travel		+ 438
(4) Rent, Communications, and Utilities		+ 40
(5) Printing and Reproduction		+ 15
(6) Training		+ 28
(7) Contract Services		+ 40
(8) Supplies and Materials		+ 13
(9) Furniture and Equipment		+ 200
b. Other Program Enhancements		+ 7,265
(1) Positions Other Than Permanent		+ 313
(2) Travel		+ 2,276
(3) Transportation of Things		+ 203
(4) Rent, Communications, and Utilities		+ 449
(5) Printing and Reproduction		+ 166
(6) Training		+ 254
(7) Contract Services		+ 2,908
(8) Supplies and Materials		+ 696
D. Equipment, Alterations, Maintenance, Repairs, Etc.		+ 20,876
1. Rent, Communications and Utilities		+ 124
2. Contract Services		+ 455
3. Other Miscellaneous Services		+ 633
4. Furniture and Equipment		+ 12,998
5. Land and Structures		+ 7,017
6. Interagency Transfer		- 351

SCHEDULE C

GENERAL ACCOUNTING OFFICE

Summary

Detailed Analysis of Change by Organization

(Dollar amount in thousands)

	1991 Request	
	Staff	Amount
II. Net Increase/Decrease Requested	+ 100	+ 69,151
III. Total Allocation, 1991	5,200	427,248

GENERAL ACCOUNTING OFFICE

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollar amounts in thousands)

A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
1. Annualization of FY 1990 Salaries Increase is for the annualization of ingrade increases, which are paid in accordance with 5 USC ((5335 and 5343, for promotions that will be granted in FY 1990, and for 3-month annualization of the January 1990 pay raise.		+4,471
2. Ingrade Increases This amount covers the payment of ingrade increases for FY 1991, which are determined based upon satisfactory performance within the grade level of appointment over a specific period of time. Also included is funding for first-time payments of permanent pay increases for evaluator and evaluator-related staff covered by the new Pay-for-Performance (PFP) System.		+4,573
3. Promotions This amount covers the estimated cost of promotions to be granted during FY 1991, based on performance in career ladder positions, the annual assessment process, and/or competitive selections.		+2,991
4. Restitution of Authorized Level This funds the 38 average positions authorized for FY 1990 that were lost due to agency absorption of January 1990 cost of living increases and will restore GAO staffing to the 5,100 average positions authorized by the Committee for FY 1990.		+1,773
5. Executive Pay Raise This amount funds the pay raise for executives authorized by the Ethics Reform Act of 1989 (P.L. 101-194).		+2,831
6. Civilian Pay Raise This amount funds 50 percent of the anticipated January 1991 civilian pay raise of 3.5 percent.		+3,147
7. Extra Day This amount funds the extra day in fiscal year 1991.		+ 946

GENERAL ACCOUNTING OFFICE

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollar amounts in thousands)

A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
8. Positions Other Than Permanent Increase is for annualization of the January 1990 pay raise.		+ 33
9. Terminal Leave Payments Payment for accrued annual leave upon termination of employment. More senior level employees are eligible to retire than was the case in prior fiscal years.		+ 900
10. Other Personnel Compensation Most of the increase in this account is needed to provide performance based incentive payments for GAO administrative and support staff not covered by the Pay-for-Performance System. There is also an increase for SES bonuses attributable to higher utilization of authorized SES positions and the Executive Pay Raise and an increase for PFP bonuses due to the civilian pay raises.		+ 712
11. Personnel Benefits This figure represents the increases of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and Social Security taxable wage base, for increases resulting from annualization of and greater participation in the FERS retirement system, and for annualization of rate changes in the Federal Employees Health Benefits Program.		+6,867
12. Benefits For Former Personnel Increase is for annualization of the January 1990 pay raise for a retired Comptroller General and higher payment to the Department of Labor for Unemployment Compensation.		+ 21

GENERAL ACCOUNTING OFFICE

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollar amounts in thousands)

B. PRICE LEVEL CHANGES	Staff	Amount
1. Travel Increases of 9% This amount represents the average expected increases in the costs of travel. Most contract airfares are changed semiannually. Also, the General Services Administration increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.		+1,525
2. Transportation of Things Increases of 10% This amount represents the increased costs charged by moving service companies for the transportation of household goods involved in employee relocations and for the shipment of things by GAO.		+ 52
3. Office Space Rental Increase of 11% This increase reflects changes in rates charged by the General Services Administration for office space used by GAO in Washington, D.C. and locations throughout the United States.		+1,575
4. Rent, Communications, and Utilities Increase of 6% This increase is for rental of equipment and other miscellaneous rentals, local telephone services, and other telecommunication charges.		+ 377
5. Federal Telecommunications Service Increase of 1% This increase must be paid to the General Services Administration for participation in its federal telecommunications network and represents GSA's estimate of increased usage and cost.		+ 15
6. Printing and Reproduction Increases of 7% This funds a 7 percent increase in costs for GPO printing of GAO reports and documents, costs of documents printed for other agencies where GAO is riding those requests, typesetting, and graphics services.		+ 244

GENERAL ACCOUNTING OFFICE

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollar amounts in thousands)

B. PRICE LEVEL CHANGES (continued)	Staff	Amount
7. Training Increases of 5% This amount will provide for increases in the costs of courses provided by GPO and other vendors.		+ 135
8. Foreign Affairs Administrative Support Increase of 10% These funds are paid to the State Department for GAO's share of operational costs in Frankfurt, West Germany. Beginning in fiscal year 1990, the State Department revised its reimbursement program to require agencies to pay for the overseas operational costs of electronic communications, information systems, and building operating expenses of government owned and long-term leased properties and to require payment for use of the Defense Courier Service. This increase also includes State Department charges for embassy-incurred expenses related to the GAO employees assigned to NATO.		+ 85
9. Contract Services Increases of 3% The increases are for contracts for ADP services, personnel security investigations, operations and maintenance of the GAO Building, government and non-government contract services, and GSA contract services.		+ 759
10. Other Miscellaneous Services Increases of 5% This funds increases in costs for maintenance of equipment such as microcomputers, photocopiers, typewriters, calculators, print shop equipment, the storage of employees' household goods, and charges assessed by the Public Health Service for health services provided to GAO employees.		+ 194
11. Supplies and Materials Increases of 5% This level covers the increases for such supplies as photocopier machine paper, materials used in preparation of audit reports, subscriptions to periodicals, and supplies from GSA retail stores.		+ 112
12. Furniture and Equipment Increases of 4% This amount funds price level changes for current levels of expenditures to replace worn-out or broken furniture and equipment.		+ 223

GENERAL ACCOUNTING OFFICE

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollar amounts in thousands)

B. PRICE LEVEL CHANGES (continued)	Staff	Amount
13. Land and Structures Increase of 11% This increase funds cost changes in major renovation projects including asbestos removal from the GAO Building.		+ 450
14. Insurance Claims and Indemnities Increase of 38% This represents the estimated increase in the costs of claims for lost or damaged property incident to permanent changes of station.		+ 15
C. PROGRAM TYPE CHANGES		
2. Workload		
a. Staff Level Increases Funds are requested to provide for personnel compensation, benefits, travel, training, contract services, supplies and furniture for 100 additional average positions.	+100	+5,984
b. Other Program Enhancements		
(1) Positions Other Than Permanent This increase funds additional usage of consultants/experts needed in support of our audit and evaluation work.		+ 313
(2) Travel This level of travel will permit greater supervisory travel to the sites where our audit and evaluation work is performed to ensure that the work is being done properly and will speed up the development and preparation of GAO audit work to make our products more timely and responsive to Congressional needs.		+2,276
(3) Transportation of Things This increase will fund movement of employee household goods associated with an increase in the number of permanent changes of station.		+ 203

GENERAL ACCOUNTING OFFICE

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollar amounts in thousands)

C. PROGRAM TYPE CHANGES (continued)	Staff	Amount
b. Other Program Enhancements (continued)		
(4) Rent, Communications, and Utilities This increase will provide telecommunications services needed to access our Management and Assignment Tracking System once it is operational at the National Finance Center as well as, telecommunications support for other agency systems and required services.		+ 449
(5) Printing and Reproduction The increase will allow GAO to typeset a greater variety of GAO products, obtain more copies of GPO printed documents for which GAO rides other agencies' print orders, and expand the use of video and graphics services for our audit and evaluation work.		+ 166
(6) Training This increase is needed to ensure that GAO staff maintain the knowledge, skills and abilities necessary to respond to congressional requests that have limited time frames and to conduct audits and evaluations of increasingly complex reviews of government programs.		+ 254
(7) Contract Services These funds will meet increased demands for ADP and telecommunications services, security investigations, credit reports and contract services to support audit and evaluation work. GAO needs to rely more extensively on outside experts and consultants to provide expertise needed to address complex issues facing the Congress.		+2,908

GENERAL ACCOUNTING OFFICE

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollar amounts in thousands)		
C. PROGRAM TYPE CHANGES (continued)	Staff	Amount
b. Other Program Enhancements (continued)		
(8) Supplies and Materials This increase will permit the purchase of ADP supplies needed to support an increasing number of and staff usage of microcomputers and other technology. It will also support the agency's supply needs for copiers, print plant equipment and standard office materials.		+ 696
D. EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC		
1. Rent, Communications, and Utilities This increase is needed to acquire, through lease, new photocopiers to replace some old machines for which we are experiencing high maintenance costs.		+ 124
2. Contract Services The increase covers critical building maintenance services required as well as support services in connection with modernization of office space subsequent to asbestos removal.		+ 455
3. Other Miscellaneous Services This increase will fund installation of cabling needed in the GAO Building, maintenance for new microcomputers, ADP equipment, and photocopiers, and the mandatory payment to the District of Columbia for water and sewer service provided to the GAO Building as required by the District of Columbia Appropriations Act of 1990.		+ 633

GENERAL ACCOUNTING OFFICE

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollar amounts in thousands)		
D. EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC (continued)	Staff	Amount
4. Furniture and Equipment This increase will fund a new telecommunications system and furniture needed for the modernization of office space within the GAO Building subsequent to removal of asbestos. Also, funding for additional microcomputers and software to support audit and evaluation has been included.		+12,998
5. Land and Structures The increase will permit upgrading of the heating, ventilation, and air conditioning system and continuation of asbestos removal project at the GAO Headquarters' Building.		+ 7,017
6. Interagency Transfer These funds are authorized by Public Law 100-345 and may be transferred only with the approval of the Appropriations Committee for use in the operation, maintenance, alteration, repair, and protection of the GAO Building. GAO is requesting approval to use $5.9 million from the "special fund" for management of this facility in fiscal year 1991.		- 351

Schedule D

GENERAL ACCOUNTING OFFICE
FY 1991 Budget Report
(Dollar amounts in thousands)

	Calculation of Base	
	Staff	Amount
Appropriation FY 1990	5,100	364,720
Reduction pursuant to P.L. 101-164		- 1,568
Reduction pursuant to P.L. 99-177		- 5,055
Budget Base, 1990		358,097
Proposed Changes for FY 1991		
Mandatory Pay		+ 29,265
Price Level		+ 5,761
Workload		
Staff Increases	+ 100	+ 5,984
Other Increases		+ 7,265
Equipment, Alterations, Etc. Increases		+ 20,876
Total Proposed Changes	+ 100	+ 69,151
	5,200	427,248

Schedule G

GENERAL ACCOUNTING OFFICE
Ten Year Quantitative Data
(not adjusted for inflation)
(in thousands of dollars)

Item	1982	1983	1984	1985	1986	1987	1988	1989	1990 Est.	1991 Est.
11.1 Full-Time Perm. Positions	166,439	168,643	170,990	187,442	181,349	190,739	200,937	214,223	226,000	232,641
11.3 Other Than Full-Time Perm.	3,162	3,998	4,252	4,338	3,148	3,466	3,560	3,887	3,599	3,761
11.5 Other Personnel Comp.	1,084	1,389	1,319	1,668	1,996	1,619	1,618	3,708	3,801	4,373
Total Personnel Comp.	184,681	174,108	182,167	193,658	188,891	203,628	211,288	221,820	233,256	240,355
12.0 Personnel Benefits	18,298	19,009	21,783	23,976	23,281	26,989	31,777	39,868	49,253	47,021
13.0 Benefits for Former Pers.	138	212	266	314	189	298	178	381	283	324
21.0 Travel and Trans. of Persons	11,829	13,285	14,612	19,526	12,549	14,981	19,521	19,313	17,639	21,099
22.0 Trans. of Things	630	551	684	693	515	639	998	618	515	370
23.0 Rent, Commun. and Utilities	19,293	20,966	23,171	24,965	23,327	31,932	36,517	33,317	33,520	35,186
24.0 Printing and Reproduction	1,368	1,937	1,336	2,009	2,443	2,035	2,029	2,864	2,478	2,903
25.0 Other Services	19,785	19,154	22,668	21,333	19,303	21,328	21,998	28,008	33,688	38,091
26.0 Supplies and Materials	1,878	1,868	1,983	2,389	2,363	1,988	2,277	2,969	2,226	2,647
31.0 Equipment	2,699	1,693	3,191	6,694	3,783	3,901	9,668	7,817	9,369	10,958
32.0 Land and Structures	--	--	--	1,667	1,037	493	1,252	7,368	9,349	12,987
42.0 Insurance Claims and Indem.	37	23	17	4,781	38	125	68	101	48	99
92.0 Interagency Transfer									- 9,864	- 9,819
Total Obligations	333,738	331,726	371,681	399,003	357,328	388,964	339,498	338,900	350,097	427,248
Number of Products*	7,684	7,416	7,167	7,056	19,367	16,011	17,393	17,193	17,339	17,993
Number of Average Positions	5,037	4,989	4,989	5,043	5,010	5,016	5,042	5,061	5,199	5,299
Top Management Average Positions	13	27	33	33	33	33	33	33	36	36
Mission Average Positions	4,430	4,336	4,349	4,395	4,371	4,399	4,413	4,426	4,463	4,563
Mission Support Average Positions	594	693	617	631	633	598	594	599	699	699
Average Positions Per Product	0.66	0.67	0.70	0.63	0.33	0.30	0.29	0.29	0.29	0.29

* Beginning with fiscal year 1988, GAO included cases closed by its Claims Group in the total number of products issued.

Schedule A-1

TOP MANAGEMENT

Summary by Object Class

(Dollar amounts in thousands)

Categories	1989 Actual		1990 Revised Estimate[1]		1991 Estimate		Net Change 1990 to 1991	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
Breakdown by Object Class:								
11 Personnel Compensation	35	$2,282	30	$2,142	30	$2,515	-	+$373
12 Personnel Benefits		269		281		349		+ 68
21 Travel and Transportation		116		125		154		+ 29
25 Other Services		218		221		269		+ 48
26 Supplies and Materials		11		12		12		-
31 Equipment		1		3		9		+ 6
Total	35	$2,897	30	$2,784	30	$3,308	-	+$524

[1] Reflects reductions pursuant to P.L. 99-177 and P.L. 101-164.

Schedule B-1

TOP MANAGEMENT
Analysis of Change 1990 to 1991
By Object Class
(Dollar amounts in thousands)

Categories	Mandatory Pay And Related Costs	Price Level Changes	Program Changes			Total Changes
			Legislation	Workload	Equipment, Alterations, Maintenance, Repairs, etc.	
	Amount	Amount	Amount	Amount	Amount	Amount
Breakdown By Object Class:						
11 Personnel Compensation	+386			-13		+373
12 Personnel Benefits	+ 68					+ 68
21 Travel		+11		+18		+ 29
25 Other Services		+11		+37		+ 48
26 Supplies and Materials		+ 1		- 1		-
31 Equipment					+6	+ 6
Total	+454	+23		+41	+6	+524

Schedule C-1

TOP MANAGEMENT

Detailed Analysis of Change by Organization

(Dollar amounts in thousands)

	Calculation of Base	
	Staff	Amount
Budget Base, 1990	30	2,784
	1991 Request	
I. Adjustments to Base	Staff	Amount
A. Mandatory Pay and Related Costs		+ 454
1. Annualization of FY 1990 Salaries		+ 35
2. Ingrade Increases		+ 25
3. Promotions		+ 9
4. Executive Pay Raise		+ 179
5. Civilian Pay Raise		+ 30
6. Extra Day		+ 7
7. Other Personnel Compensation		+ 101
8. Personnel Benefits		+ 68
B. Price Level Changes		+ 23
1. Travel Increase		+ 11
2. Contract Services Increase		+ 11
3. Supplies and Materials Increase		+ 1
C. Program Type Changes		
1. Legislation		-
2. Workload		
a. Staff Level Increase		-
b. Other Program Enhancements		+ 41
(1) Positions Other Than Permanent		- 13
(2) Travel		+ 18
(3) Contract Services		+ 37
(4) Supplies and Materials		- 1
D. Equipment, Alterations, Maintenance, Repairs, Etc.		
1. Furniture and Equipment		+ 6
II. Net Increase/Decrease Requested		+ 524
III. Total Allocation, 1991	30	3,308

TOP MANAGEMENT

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollar amounts in thousands)		
A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
1. Annualization of FY 1990 Salaries Increase is for the annualization of ingrade increases, which are paid in accordance with 5 USC ¢¢ 5335 and 5343, for promotions that will be granted in FY 1990, and for 3-month annualization of the January 1990 pay raise.		+ 35
2. Ingrade Increases This amount covers the payment of ingrade increases for FY 1991, which are determined based upon satisfactory performance within the grade level of appointment over a specific period of time. Also included is funding for first-time payments of permanent pay increases for evaluators and evaluator-related staff covered by the new Pay-for-Performance (PFP) System.		+ 25
3. Promotions This amount covers the estimated cost of promotions to be granted during FY 1991, based on performance in career ladder positions, the annual assessment process, and/or competitive selections.		+ 9
4. Executive Pay Raise This amount funds the pay raise for executives authorized by the Ethics Reform Act of 1989 (P.L. 101-194).		+ 179
5. Civilian Pay Raise This amount funds 50 percent of the anticipated January 1991 civilian pay raise of 3.5 percent.		+ 30
6. Extra Day This amount funds the extra day in fiscal year 1991.		+ 7
7. Other Personnel Compensation This amount represents the additional costs of SES bonuses in FY 1991 to members of the Senior Executive Service due to the Executive Pay Raise and higher utilization of authorized SES positions.		+ 101

TOP MANAGEMENT

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollar amounts in thousands)		
A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
8. Personnel Benefits This figure represents the increases of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and Social Security taxable wage base, for increases resulting from annualization of and greater participation in the FERS retirement system, and for annualization of rate changes in the Federal Employees Health Benefits Program.		+ 68
B. PRICE LEVEL CHANGES		
1. Travel This amount represents the average expected increases in the costs of travel. Most contract airfares are changed semiannually. Also, the General Services Administration increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.		+ 11
2. Contract Services This funds the inflationary increase in costs for non-government contract services.		+ 11
3. Supplies and Materials Increase in the cost of subscriptions to periodicals and other publications.		+ 1
C. PROGRAM TYPE CHANGES		
2. Workload		
b. Other Program Enhancements		
(1) Positions Other Than Permanent Decrease represents a reduction in consultant usage in FY 1991.		- 13

TOP MANAGEMENT

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollar amounts in thousands)		
C. PROGRAM TYPE CHANGES (continued)	Staff	Amount
b. Other Program Enhancements (continued)		
(2) Travel This increase will permit more travel by Top Management to oversee agency operations.		+ 18
(3) Contract Services This funds the increase in costs for non-government contract services required in support of GAO's PFP, EEO and merit promotion system studies.		+ 37
(4) Supplies and Materials Decrease represents a reduction in the requirement for supplies and materials.		- 1
D. Equipment, Alterations, Maintenance, Repairs, Etc.		
1. Furniture and Equipment This increase will fund the replacement of worn-out or broken furniture and equipment.		+ 6

TOP MANAGEMENT PRODUCTS ISSUED IN FY 1989, FY 1990 AND FY 1991 BY PRODUCT TYPE [1]

Products	1989 Actual	1990 Estimate	1991 Estimate
A. Congressional			
--Briefing Reports	-	-	-
--Facts Sheets	-	-	-
--Letter Reports	26	-	-
--Chapter Reports	-	-	-
B. Agency & Other			
--Letter Reports	-	-	-
--Chapter Reports	-	-	-
TOTAL	26	-	-
C. Testimony	21	21	21
D. Other	-	-	-
GRAND TOTAL	47	21	21

[1] GAO produces many things that could be considered agency products. The products listed here are considered our principal ones.

Schedule E-1

TOP MANAGEMENT
(Dollar amounts in thousands)

Classification	Number of Employees			Amount		
	1989	1990 REV	1991	1989	1990 REV	1991
Staff Ceiling 1/ (Total average positions)	35	30	30	1,831	1,678	1,963
11.1 Full-Time Permanent 2/						
Full-Time Permanent	32	30	30	1,800	1,649	1,929
Full-Time Temporary	1	1	1	31	29	34
Part-Time Permanent	-	-	-	-	-	-
11.3 Other Than Full-Time Permanent 3/						
Expert/Consultant	34	55	34	17	38	25
Other Temporary	1	-	-	4	-	-
Summer Hire	1	-	-	4	-	-
Co-op	1	1	1	1	4	4
11.5 Other Personnel Compensation	-	-	-	425	422	523
25.0 Other Services (Contracts for on-site personal services) 4/	-	-	-	-	-	-

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent our actual usage for fiscal year 1989, the Committee-approved level for fiscal year 1990, and our requested level for fiscal year 1991.

2/ These numbers reflect "Total Employees on Board" at a particular point in time and they do not directly relate to the Staff Ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees we will have in these programs during the year. A large number of them will only work for portions of the year. Some will only work for a few days.

4/ Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency work space) for six months or more during a twelve month period.

TOP MANAGEMENT

The Office of the Comptroller General consists of the Comptroller General, the Special Assistant to the Comptroller General, an Assistant Comptroller General who handles special assignments, and Assistant Comptrollers General for Planning and Reporting and for Operations. The Assistant Comptroller General for Planning and Reporting oversees GAO's audit and evaluation work plans and the quality of GAO's products. The Assistant Comptroller General for Operations provides operational leadership, guidance, and support to GAO's organizational units and oversees GAO's human resources, operations, and administrative policies and procedures. Combined, the work of these officials provides a single focus for coordinating and directing the entire organization.

Schedule A-1

NISSION
DIVISIONS/OFFICES
Summary by Object Class
(Dollar amounts in thousands)

Categories	1989 Actual		1990 Revised Estimate[1]		1991 Estimate		Net Change 1990 to 1991	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
Breakdown by Object Class:								
11 Personnel Compensation					+100	$4,409	+100	+$4,409
12 Personnel Benefits						801		+ 801
21 Travel and Transportation						438		+ 438
25 Other Services						28		+ 28
31 Equipment						200		+ 200
Total					+100	$5,876	+100	+$5,876

[1] Reflects reductions pursuant to P.L. 99-177 and P.L. 101-164.

Schedule B-1

MISSION
DIVISIONS/OFFICES
Analysis of Change 1990 to 1991
By Object Class
(Dollar amounts in thousands)

Categories	Mandatory Pay And Related Costs	Price Level Changes	Program Changes			Total Changes
			Legislation	Workload	Equipment, Alterations, Maintenance, Repairs, etc.	
	Amount	Amount	Amount	Amount	Amount	Amount
Breakdown By Object Class:						
11 Personnel Compensation				+4,409		+4,409
12 Personnel Benefits				+ 801		+ 801
21 Travel				+ 438		+ 438
25 Other Services				+ 28		+ 28
31 Equipment				+ 200		+ 200
Total				+5,876		+5,876

SCHEDULE C

MISSION
DIVISIONS/OFFICES
Detailed Analysis of Change by Organization
(Dollar amounts in thousands)

	Calculation of Base	
	Staff	Amount
Budget Base, 1990		
	1991 Request	
	Staff	Amount
I. Adjustments to Base		
A. Mandatory Pay and Related Costs		-
B. Price Level Changes		-
C. Program Type Changes		
1. Legislation		-
2. Workload		
a. Staff Level Increases	+ 100	+ 5,876
(1) Permanent Positions		+ 4,409
(2) Personnel Benefits		+ 801
(3) Travel		+ 438
(4) Training		+ 28
(5) Furniture and Equipment		+ 200
b. Other Program Enhancements		-
D. Equipment, Alterations, Maintenance, Repairs, Etc. Etc.		-
II. Net Increase/Decrease Requested	+ 100	+ 5,876
III. Total Allocation, 1991	100	5,876

Schedule E-1

MISSION
DIVISIONS/OFFICES
(Dollar amounts in thousands)

Classification	Number of Employees			Amount		
	1989	1990 REV	1991	1989	1990 REV	1991
Staff Ceiling 1/ (Total average positions)			100			4,409
11.1 Full-Time Permanent 2/						
Full-Time Permanent			100			4,409
Full-Time Temporary						
Part-Time Permanent						
11.3 Other Than Full-Time Permanent 3/						
Expert/Consultant						
Other Temporary						
Summer Hire						
Co-op						
11.5 Other Personnel Compensation						
25.0 Other Services (Contracts for on-site personal services) 4/						

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent our actual usage for fiscal year 1989, the Committee-approved level for fiscal year 1990, and our requested level for fiscal year 1991.

2/ These numbers reflect "Total Employees on Board" at a particular point in time and they do not directly relate to the Staff Ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees we will have in these programs during the year. A large number of them will only work for portions of the year. Some will only work for a few days.

4/ Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency work space) for six months or more during a twelve month period.

MISSION
DIVISIONS/OFFICES

For fiscal year 1991, GAO is requesting 100 additional average positions to help the agency meet essential work requirements, as discussed below.

Description of Work	Average Positions Increase
Government Mismanagement, Fraud and Waste	+35

GAO plans to increase emphasis on identifying and reporting mismanagement, fraud and waste in federal programs, such as that uncovered at the Department of Housing and Urban Development (HUD). The government does not currently have the internal control and accounting systems necessary to effectively operate its programs and safeguard assets. Further, the ability to protect assets continues to be plagued by breakdowns in these systems. Based on prior work and knowledge and information from other sources, GAO has initially targeted about a dozen highly vulnerable areas for review and plans to report findings and recommendations to the Congress. The agency also will be reporting on weaknesses which if not corrected, could cause problems in the future.

World Wide Political, Military, and Economic Restructuring	+35

GAO needs to examine the effect on U.S. interests stemming from world wide political, military and economic restructuring. This will affect work on international security, trade, finance, competitiveness, international relations and defense. There are a great number of changes taking place in the Warsaw Pact and the Asian-Pacific Countries as well as changes that will result from the formation of the European Economic Community in 1992. Congress will be debating the impact of these changes on U.S. domestic and international policies and GAO will need to provide support and assistance in this effort.

Description of Work	Average Positions Increase
Financial Institutions and Markets	+15
GAO needs to increase its coverage of domestic banking and securities issues and program additional work in the domestic and international equities and futures markets areas. Banks, savings and loans, investment banking firms, and insurance companies used to offer different sets of products and services. Now the industry is evolving into a single industry in which all sectors compete against each other and the industry as a whole must compete in an international market. These changes have raised serious questions about the continuing safety and soundness of our nation's depository institutions, as well as the adequacy of the regulatory structure to deal with the industry. GAO needs to be able to provide Congress with the information it needs to make decisions for the new financial services industry. In addition, GAO needs to keep abreast of the Resolution Trust Corporation's management of assets from failed savings and loans.	
Domestic Safety and Health	+15
GAO needs to increase work on domestic safety and health issues in response to strong congressional interest. In particular, the agency needs to devote more resources to the Federal Aviation Administration's multibillion dollar air traffic control modernization program, the Department of Energy's nuclear waste disposal programs and how the Congress can deal with the need to control health care costs and assure greater access to the health care system.	

Schedule A-1

GENERAL GOVERNMENT DIVISION
Summary by Object Class
(Dollar amounts in thousands)

Categories	1989 Actual		1990 Revised Estimate[1]		1991 Estimate		Net Change 1990 to 1991	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
Breakdown by Object Class:								
11 Personnel Compensation	437	$18,882	447	$20,071	447	$22,071		+$2,000
12 Personnel Benefits		2,883		3,387		3,962		+ 575
21 Travel and Transportation		458		510		647		+ 137
23 Rent, Communications, & Utilities		1		-		-		-
25 Other Services		498		249		342		+ 93
26 Supplies and Materials		34		38		42		+ 4
31 Equipment		55		10		32		+ 22
Total	437	$22,811	447	$24,265	447	$27,096		+$2,831

[1] Reflects reductions pursuant to P.L. 99-177 and P.L. 101-164.

Schedule B-1

GENERAL GOVERNMENT DIVISION
Analysis of Change 1990 to 1991
By Object Class
(Dollar amounts in thousands)

Categories	Mandatory Pay And Related Costs	Price Level Changes	Program Changes			Total Changes
			Legislation	Workload	Equipment, Alterations, Maintenance, Repairs, etc.	
	Amount	Amount	Amount	Amount	Amount	Amount
Breakdown By Object Class:						
11 Personnel Compensation	+1,940			+ 60		+2,000
12 Personnel Benefits	+ 575					+ 575
21 Travel		+44		+ 93		+ 137
25 Other Services		+12		+ 81		+ 93
26 Supplies and Materials		+ 3		+ 1		+ 4
31 Equipment		+ 1			+21	+ 22
Total	+2,515	+60	-	+235	+21	+2,831

Schedule C-1

GENERAL GOVERNMENT DIVISION
Detailed Analysis of Change by Organization
(Dollar amounts in thousands)

	Calculation of Base	
	Staff	Amount
Budget Base, 1990	447	24,265
	1991 Request	
	Staff	Amount
1. Adjustments to Base		
A. Mandatory Pay and Related Costs		+ 2,515
1. Annualization of FY 1990 Salaries		+ 383
2. Ingrade Increases		+ 418
3. Promotions		+ 272
4. Restitution of Authorized Level		+ 280
5. Executive Pay Raise		+ 228
6. Civilian Pay Raise		+ 273
7. Extra Day		+ 85
8. Positions Other Than Permanent		+ 1
9. Personnel Benefits		+ 575
B. Price Level Changes		+ 60
1. Travel		+ 44
2. Training		+ 4
3. Contract Services		+ 8
4. Supplies and Materials		+ 3
5. Furniture and Equipment		+ 1
C. Program Type Changes		
1. Legislation		-
2. Workload		-
a. Staff Level Increases		+ 235
b. Other Program Enhancements		+ 60
(1) Positions Other Than Permanent		+ 93
(2) Travel		+ 4
(3) Training		+ 77
(4) Contract Services		+ 1
(5) Supplies and Materials		

Schedule C-1

GENERAL GOVERNMENT DIVISION
Detailed Analysis of Change by Organization
(Dollar amounts in thousands)

	1991 Request	
	Staff	Amount
D. Equipment, Alterations, Maintenance, Repairs, Etc.		
1. Furniture and Equipment		+ 21
II. Net Increase/Decrease Requested		+ 2,831
III. Total Allocation, 1991	447	27,096

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GENERAL GOVERNMENT DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollar amounts in thousands)

A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
1. Annualization of FY 1990 Salaries Increase is for the annualization of ingrade increases, which are paid in accordance with 5 USC ((5335 and 5343, for promotions that will be granted in FY 1990, and for 3-month annualization of the January 1990 pay raise.		+ 383
2. Ingrade Increases This amount covers the payment of ingrade increases for FY 1991, which are determined based upon satisfactory performance within the grade level of appointment over a specific period of time. Also included is funding for first-time payments of permanent pay increases for evaluator and evaluator-related staff covered by the Pay-for-Performance (PFP) System.		+ 418
3. Promotions This amount covers the estimated cost of promotions to be granted during FY 1991, based on performance in career ladder positions, the annual assessment process, and/or competitive selection.		+ 272
4. Restitution of Authorized Level This funds the 6 average positions authorized for FY 1990 that were lost due to agency absorption of the January 1990 cost of living increase.		+ 280
5. Executive Pay Raise This amount funds the pay raise for executives authorized by the Ethics Reform Act of 1989 (P.L. 101-194).		+ 228
6. Civilian Pay Raise This amount funds 50 percent of the anticipated January 1991 civilian pay raise of 3.5 percent.		+ 273
7. Extra Day This amount funds the extra day in fiscal year 1991.		+ 85

GENERAL GOVERNMENT DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollar amounts in thousands)

A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
8. Positions Other Than Permanent Increase is for annualization of the January 1990 pay raise.		+ 1
9. Personnel Benefits This figure represents the increases of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and Social Security taxable wage base, for increases resulting from annualization of and greater participation in the FERS retirement system, and for annualization of rate changes in the Federal Employees Health Benefits Program.		+ 575
B. PRICE LEVEL CHANGES		
1. Travel This amount represents the average expected increases in the costs of travel. Most contract airfares are changed semiannually. Also, the General Services Administration increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.		+ 44
2. Training This amount will provide for increases in the costs of courses provided by OPM and other vendors.		+ 4
3. Contract Services The increases are for price-level changes in costs for contracts for non-government services.		+ 8
4. Supplies and Materials This level covers the increases for subscriptions to periodicals and supplies.		+ 3
5. Furniture and Equipment This amount funds price level changes for current levels of expenditures to replace worn-out or broken furniture and equipment.		+ 1

GENERAL GOVERNMENT DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollar amounts in thousands)

C. PROGRAM TYPE CHANGES	Staff	Amount
2. Workload		
b. Other Program Enhancements		
(1) Positions Other Than Permanent This increase funds additional usage of consultants/experts needed for the Division's evaluation work in the financial institutions, census, and tax area.		+ 60
(2) Travel The requested increase will permit greater supervisory travel to the sites where the Division's audit and evaluation work is performed to ensure that the work is being done properly. In addition, the Division will require increased travel funds to assist in Congressional oversight of 1990 census activities.		+ 93
(3) Training This increase is needed to ensure that GGD staff maintain the knowledge, skills and abilities necessary to conduct audits and evaluations of increasingly complex government programs.		+ 4
(4) Contract Services This request will provide for contracts to acquire outside expertise to support GAO work in the areas of federal employee classification, recruitment and compensation as well as support of the division's work on the assessment of government agency efforts to control drug abuse.		+ 77
(5) Supplies and Materials This increase will enable the division to purchase supply items unique to its need which are not routinely stocked by the agency.		+ 1

GENERAL GOVERNMENT DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollar amounts in thousands)		
D. EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC	Staff	Amount
1. Furniture and Equipment		+ 21
The requested increase will enable the division to replace worn-out or obsolete furniture and equipment.		

GSD PRODUCTS ISSUED IN FY 1989, FY 1990 AND FY 1991 BY PRODUCT TYPE [1]

Products	1989 Actual	1990 Estimate	1991 Estimate
A. Congressional			
--Briefing Reports	13	14	15
--Facts Sheets	12	13	15
--Letter Reports	46	50	53
--Chapter Reports	44	47	51
B. Agency & Other			
--Letter Reports	5	5	5
--Chapter Reports	1	1	1
TOTAL	121	130	140
C. Testimony	35	37	35
D. Congressional Inquiries on Claims Activities	117	125	140
E. Other	9,800	9,900	10,200
GRAND TOTAL	10,073	10,192	10,515

[1] GAO produces many things that could be considered agency products. The products listed here are considered our principal ones.

Schedule E-1

GENERAL GOVERNMENT DIVISION
(Dollar amounts in thousands)

Classification	Number of Employees			Amount		
	1989	1990 REV	1991	1989	1990 REV	1991
Staff Ceiling 1/ (Total average positions)	437	447	447	18,805	20,000	21,939
11.1 Full-Time Permanent 2/						
Full-Time Permanent	431	452	455	18,219	19,377	21,237
Full-Time Temporary	5	5	5	222	236	266
Part-Time Permanent	15	16	16	364	387	436
11.3 Other Than Full-Time Permanent 3/						
Expert/Consultant	3	3	6	2	20	80
Other Temporary	6	-	-	34	-	-
Summer Hire	10	6	6	40	22	22
Co-op	-	3	3	-	24	25
11.5 Other Personnel Compensation	-	-	-	1	5	5
25.0 Other Services (Contracts for on-site personal services) 4/	-	-	-	-	-	-

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent our actual usage for fiscal year 1989, the Committee-approved level for fiscal year 1990, and our requested level for fiscal year 1991.

2/ These numbers reflect "Total Employees on Board" at a particular point in time and they do not directly relate to the Staff Ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees we will have in these programs during the year. A large number of them will only work for portions of the year. Some will only work for a few days.

4/ Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency work space) for six months or more during a twelve month period.

GENERAL GOVERNMENT DIVISION

The General Government Division (GGD) coordinates GAO's work in the areas of civilian personnel matters, administration of justice, tax policy and administration, federal oversight of financial institutions, the civil aspects of procurement and property management, productivity, the collection and dissemination of government information, and general management issues.

The division's audit coverage includes the Departments of Justice and the Treasury; the Office of Personnel Management; the General Services Administration; federal banking regulatory agencies, including the Federal Reserve Board, the Federal Deposit Insurance Corporation, the Office of Thrift Supervision, the Federal Housing Finance Board, the Office of the Comptroller of the Currency, the Securities and Exchange Commission, and the Commodity Futures Trading Commission; the District of Columbia government; the Bureau of the Census; the National Archives and Record Administration; and the U.S. Postal Service.

The division's Claims Group adjudicates claims by or against the United States involving doubtful questions of law or fact and oversees the disbursement of funds for settlements arising out of certain litigation and other matters.

The following summary shows the total agency average positions planned to meet GGD responsibilities during fiscal years 1990 and 1991.

	AVERAGE POSITIONS		
ISSUE AREAS/AREAS OF INTEREST LED BY GGD	FY 1990[1]	FY 1991	Change
Financial Institutions and Markets	143	143	-
Tax Policy and Administration	149	149	-
Administration of Justice	119	119	-
General Management Issues	123	123	-
Workforce Quality	64	64	-
Government and Business Operations	72	72	-
Government Information and Statistics	40	40	-
Claims	48	48	-
Director's Office and Support	75	75	-
TOTAL GGD ISSUE AREA RESPONSIBILITY	833	833	-
GGD ASSIST WORK IN OTHER ISSUE AREAS LED BY OTHER DIVISIONS			
AFMD/Internal Control and Financial Management System Audits	11	11	-
TOTAL ALL RESOURCES	844	844	-

[1] This represents the authorized average positions approved by the Committee.

	AVERAGE POSITIONS		
	FY 1990[1]	FY 1991	Change
OTHER DIVISIONS' CONTRIBUTIONS TO GGD LED ISSUE AREAS/AREAS OF INTEREST (HRD, HSIAD, RCED, AFMD, IMTEC)	-132	-132	-
GGD ORGANIZATIONAL RESPONSIBILITY	712	712	-
Average Positions Used by Regions	265	265	-
GGD Headquarters Average Positions	447	447	-
TOTAL	712	712	-

[1] This represents the authorized average positions approved by the Committee.

Schedule A-1

HUMAN RESOURCES DIVISION
Summary by Object Class
(Dollar amounts in thousands)

Categories	1989 Actual		1990 Revised Estimate[1]		1991 Estimate		Net Change 1990 to 1991	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
Breakdown by Object Class:								
11 Personnel Compensation	324	$14,891	325	$15,527	325	$17,170		+$1,643
12 Personnel Benefits		2,309		2,603		3,062		+ 459
21 Travel and Transportation		578		569		708		+ 139
25 Other Services		191		218		307		+ 89
26 Supplies and Materials		28		31		33		+ 2
31 Equipment		22		10		32		+ 22
Total	324	$18,019	325	$18,958	325	$21,312		+$2,354

[1] Reflects reductions pursuant to P.L. 99-177 and P.L. 101-164.

Schedule B-1

HUMAN RESOURCES DIVISION
Analysis of Change 1990 to 1991
By Object Class
(Dollar amounts in thousands)

Categories	Mandatory Pay And Related Costs	Price Level Changes	Program Changes			Total Changes
			Legislation	Workload	Equipment, Alterations, Maintenance, Repairs, etc.	
	Amount	Amount	Amount	Amount	Amount	Amount
Breakdown By Object Class:						
11 Personnel Compensation	+1,580			+ 63		+1,643
12 Personnel Benefits	+ 459					+ 459
21 Travel		+49		+ 90		+ 139
25 Other Services		+12		+ 77		+ 89
26 Supplies and Materials		+ 2				+ 2
31 Equipment		+ 1			+21	+ 22
Total	+2,039	+64	-	+230	+21	+2,354

Schedule C-1

HUMAN RESOURCES DIVISION
Detailed Analysis of Change by Organization
(Dollar amounts in thousands)

	Calculation of Base	
	Staff	Amount
Budget Base, 1990	325	18,958
	1991 Request	
1. Adjustments to Base	Staff	Amount
A. Mandatory Pay and Related Costs		+ 2,039
1. Annualization of FY 1990 Salaries		+ 291
2. Ingrade Increases		+ 314
3. Promotions		+ 205
4. Restitution of Authorized Level		+ 245
5. Executive Pay Raise		+ 248
6. Civilian Pay Raise		+ 211
7. Extra Day		+ 65
8. Positions Other Than Permanent		+ 1
9. Personnel Benefits		+ 459
B. Price Level Changes		+ 64
1. Travel		+ 49
2. Training		+ 3
3. Contract Services		+ 9
4. Supplies and Materials		+ 2
5. Furniture and Equipment		+ 1
C. Program Type Changes		
1. Legislation		-
2. Workload		-
a. Staff Level Increases		+ 230
b. Other Program Enhancements		+ 63
(1) Positions Other Than Permanent		+ 90
(2) Travel		+ 3
(3) Training		+ 74
(4) Contract Services		

Schedule C-1

HUMAN RESOURCES DIVISION
Detailed Analysis of Change by Organization
(Dollar amounts in thousands)

	1991 Request	
	Staff	Amount
D. Equipment, Alterations, Maintenance, Repairs, Etc.		
1. Furniture and Equipment		+ 21
II. Net Increase/Decrease Requested		+ 2,354
III. Total Allocation, 1991	+ 325	+ 21,312

HUMAN RESOURCES DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollar amounts in thousands)

A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
1. Annualization of FY 1990 Salaries Increase is for the annualization of ingrade increases, which are paid in accordance with 5 USC ((5335 and 5343, for promotions that will be granted in FY 1990, and for 3-month annualization of the January 1990 pay raise.		+ 291
2. Ingrade Increases This amount covers the payment of ingrade increases for FY 1991, which are determined based upon satisfactory performance within the grade level of appointment over a specific period of time. Also included is funding for first-time payments of permanent pay increases for evaluator and evaluator-related staff covered by the new Pay-for-Performance (PFP) System.		+ 314
3. Promotions This amount covers the estimated cost of promotions to be granted during FY 1991, based on performance in career ladder positions, the annual assessment process, and/or competitive selection.		+ 205
4. Restitution of Authorized Level This funds the 5 average positions authorized for FY 1990 that were lost due to agency absorption of January 1990 cost of living increase.		+ 245
5. Executive Pay Raise This amount funds the pay raise for executives authorized by the Ethics Reform Act of 1989 (P.L. 101-194).		+ 248
6. Civilian Pay Raise This amount funds 50 percent of the anticipated January 1991 civilian pay raise of 3.5 percent		+ 211
7. Extra Day This amount funds the extra day in fiscal year 1991.		+ 65

HUMAN RESOURCES DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollar amounts in thousands)		
A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
8. Positions Other Than Permanent Increase is for annualization of the January 1990 pay raise.		+ 1
9. Personnel Benefits This figure represents the increases of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and Social Security taxable wage base, for increases resulting from annualization of and greater participation in the FERS retirement system, and for annualization of rate changes in the Federal Employees Health Program.		+ 459
B. PRICE LEVEL CHANGES		
1. Travel This amount represents the average expected increases in the costs of travel. Most contract airfares are changed semiannually. Also, the General Services Administration increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.		+ 49
2. Training This amount will provide for increases in the costs of courses provided by OPM and other vendors.		+ 3
3. Contract Services This amount will fund price-level changes in the cost of expert assistance provided by private contractors for work in the education and employment issue area including elementary, secondary, and higher education; on public health issues; on medicare and medicaid programs; and income security.		+ 9
4. Supplies and Materials Increase in rates for subscriptions to periodicals and other publications in health, education and employment, and income security.		+ 2

HUMAN RESOURCES DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollar amounts in thousands)

	Staff	Amount
B. PRICE LEVEL CHANGES (continued)		
5. Furniture and Equipment This amount funds price level changes for current levels of expenditures to replace worn-out or broken furniture and equipment.		+ 1
C. PROGRAM TYPE CHANGES		
2. Workload		
b. Other Program Enhancements		
(1) Positions Other Than Permanent These funds will enable increased utilization of consultants to improve methodologies, provide technical review of end products and help identify issues and approaches in new subject areas.		+ 63
(2) Travel The increase will provide travel funds for audit coverage in the income security and medicare and medicaid areas with jobs requiring regional office travel to supervise and/or conduct work, and to support the new VA income security audit site; for various health issues such as AIDS, drug prevention and treatment, long-term care and health care access, and travel for the CG Health Advisory Committee; for elementary and secondary education area to supervise work assessing ongoing DOD special education programs in Europe and the worker protection area to seek alternatives to the systems of assuring worker health and safety. The funding will also support travel for the Management Review Group to help identify critical management concerns and obtain a balanced perspective about management activities.		+ 90

HUMAN RESOURCES DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollar amounts in thousands)

	Staff	Amount
C. PROGRAM TYPE CHANGES (continued)		
b. Other Program Enhancements (continued)		
(3) Training This increase is needed to support the dramatic rise in issue area specific professional conferences and training classes. Also, the increased number of social science analysts and economists on HRD roles must meet CPE requirements and stay current in their technical fields.		+ 3
(4) Contract Services This increase will fund increased demands for contract services to support audit work related to income security, medicare and medicaid, health care areas, education and employment, and intergovernmental relations.		+ 74
D. EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC		
1. Furniture and Equipment This increase will provide funds for new and replacement furniture and equipment for selected audit sites.		+ 21

NRD PRODUCTS ISSUED IN FY 1989, FY 1990 AND FY 1991 BY PRODUCT TYPE [1]

Products	1989 Actual	1990 Estimate	1991 Estimate
A. Congressional			
--Briefing Reports	18	19	20
--Facts Sheets	9	11	11
--Letter Reports	58	63	68
--Chapter Reports	34	37	40
B. Agency & Other			
--Letter Reports	-	-	-
--Chapter Reports	4	5	5
TOTAL	123	135	144
C. Testimony	32	34	32
D. Other	-	-	-
GRAND TOTAL	155	169	176

[1] GAO produces many things that could be considered agency products. The products listed here are considered our principal ones.

Schedule E-1

HUMAN RESOURCES DIVISION
(Dollar amounts in thousands)

Classification	Number of Employees			Amount		
	1989	1990 REV	1991	1989	1990 REV	1991
Staff Ceiling 1/ (Total average positions)	324	325	325	14,736	15,366	16,945
11.1 Full-Time Permanent 2/						
Full-Time Permanent	323	328	329	14,428	15,045	16,585
Full-Time Temporary	3	4	4	139	145	163
Part-Time Permanent	11	10	10	169	176	197
11.3 Other Than Full-Time Permanent 3/						
Expert/Consultant	79	82	95	73	90	154
Other Temporary	5	4	4	44	29	29
Summer Hire	7	5	5	26	19	19
Co-op	1	3	3	7	18	18
11.5 Other Personnel Compensation	-	-	-	5	5	5
25.0 Other Services (Contracts for on-site personal services) 4/	-	-	-	-	-	-

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent our actual usage for fiscal year 1989, the Committee-approved level for fiscal year 1990, and our requested level for fiscal year 1991.

2/ These numbers reflect "Total Employees on Board" at a particular point in time and they do not directly relate to the Staff Ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees we will have in these programs during the year. A large number of them will only work for portions of the year. Some will only work for a few days.

4/ Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency work space) for six months or more during a twelve month period.

HUMAN RESOURCES DIVISION

The Human Resources Division (HRD) serves as the lead division for GAO's work in the areas of education and employment, health, income security, and intergovernmental relations. The division provides audit coverage for the Departments of Veteran's Affairs, Labor, Health and Human Services, and Education; the Consumer Product Safety Commission, the Pension Benefit Guaranty Corporation; the Legal Services Corporation; ACTION; the Railroad Retirement Board; the Equal Employment Opportunity Commission; all federal health programs; and various small commissions and independent agencies.

The following summary shows the total agency average positions planned to meet HRD responsibilities during fiscal years 1990 and 1991.

ISSUE AREAS/AREAS OF INTEREST LED BY HRD	AVERAGE POSITIONS FY 1990[1]	FY 1991	Change
Income Security	140	140	-
Medicare and Medicaid Programs	114	114	-
Health Direct Delivery	87	87	-
Public Health and National Health Issues	66	66	-
Education and Employment	104	104	-
Intergovernmental Relations	45	45	-
Non-Issue Area Work	14	14	-
Director's Office and Support	61	61	-
TOTAL HRD ISSUE AREA RESPONSIBILITY	631	631	-
HRD ASSIST WORK IN OTHER ISSUE AREAS LED BY OTHER DIVISIONS			
AFMD/Internal Control & Financial Management Systems Audits	11	11	-
GGD/General Management Issues	21	21	-
TOTAL ALL RESOURCES	663	663	-
OTHER DIVISIONS' CONTRIBUTIONS TO HRD LED ISSUE AREAS/AREAS OF INTEREST (IMTEC, RCED)	-42	-42	-
HRD ORGANIZATIONAL RESPONSIBILITY	621	621	-
Average Positions Used by Regions	296	296	-
HRD Headquarters Average Positions	325	325	-
TOTAL	621	621	-

[1] This represents the authorized average positions approved by the Committee.

HUMAN RESOURCES DIVISION

The Human Resources Division (HRD) serves as the lead division for GAO's work in the areas of education and employment, health, income security, and intergovernmental relations. The division provides audit coverage for the Departments of Veteran's Affairs, Labor, Health and Human Services, and Education; the Consumer Product Safety Commission, the Pension Benefit Guaranty Corporation; the Legal Services Corporation; ACTION; the Railroad Retirement Board; the Equal Employment Opportunity Commission; all federal health programs; and various small commissions and independent agencies.

The following summary shows the total agency average positions planned to meet HRD responsibilities during fiscal years 1990 and 1991.

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Income Security	140	140	-
Medicare and Medicaid Programs	114	114	-
Health Direct Delivery	87	87	-
Public Health and National Health Issues	66	66	-
Education and Employment	104	104	-
Intergovernmental Relations	45	45	-
Non-Issue Area Work	14	14	-
Director's Office and Support	61	61	-
TOTAL HRD ISSUE AREA RESPONSIBILITY	631	631	-
HRD ASSIST WORK IN OTHER ISSUE AREAS LED BY OTHER DIVISIONS			
AFMD/Internal Control & Financial Management Systems Audits	11	11	-
GGD/General Management Issues	21	21	-
TOTAL ALL RESOURCES	663	663	-
OTHER DIVISIONS' CONTRIBUTIONS TO HRD LED ISSUE AREAS/AREAS OF INTEREST (IMTEC, RCED)	-42	-42	-
HRD ORGANIZATIONAL RESPONSIBILITY	621	621	-
Average Positions Used by Regions	296	296	-
HRD Headquarters Average Positions	325	325	-
TOTAL	621	621	-

[1] This represents the authorized average positions approved by the Committee.

Schedule A-1

NATIONAL SECURITY AND INTERNATIONAL AFFAIRS DIVISION
Summary by Object Class
(Dollar amounts in thousands)

Categories	1989 Actual		1990 Revised Estimate[1]		1991 Estimate		Net Change 1990 to 1991	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
Breakdown by Object Class:								
11 Personnel Compensation	544	$25,344	551	$26,830	551	$29,291		+$2,461
12 Personnel Benefits		3,641		4,523		5,268		+ 745
21 Travel and Transportation		1,419		1,427		1,700		+ 273
25 Other Services		111		148		165		+ 17
26 Supplies and Materials		20		25		26		+ 1
31 Equipment		11		7		23		+ 16
Total	544	$30,546	551	$32,960	551	$36,473		+$3,513

[1] Reflects reductions pursuant to P.L. 99-177 and P.L. 101-164.

Schedule B-1

NATIONAL SECURITY AND INTERNATIONAL AFFAIRS DIVISION
Analysis of Change 1990 to 1991
By Object Class
(Dollar amounts in thousands)

Categories	Mandatory Pay And Related Costs	Price Level Changes	Program Changes			Total Changes
			Legislation	Workload	Equipment, Alterations, Maintenance, Repairs, etc.	
	Amount	Amount	Amount	Amount	Amount	Amount
Breakdown By Object Class:						
11 Personnel Compensation	+2,461					+2,461
12 Personnel Benefits	+ 745					+ 745
21 Travel		+123		+150		+ 273
25 Other Services		+ 7		+ 10		+ 17
26 Supplies and Materials		+ 1				+ 1
31 Equipment		+ 1			+15	+ 16
Total	+3,266	+132	-	+160	+15	+3,513

Schedule C-1

NATIONAL SECURITY AND INTERNATIONAL AFFAIRS DIVISION
Detailed Analysis of Change by Organization
(Dollar amounts in thousands)

	Calculation of Base	
	Staff	Amount
Budget Base, 1990	551	32,960
	1991 Request	
1. Adjustments to Base	Staff	Amount
A. Mandatory Pay and Related Costs		+ 3,206
1. Annualization of FY 1990 Salaries		+ 486
2. Ingrade Increases		+ 552
3. Promotions		+ 358
4. Restitution of Authorized Level		+ 201
5. Executive Pay Raise		+ 384
6. Civilian Pay Raise		+ 365
7. Extra Day		+ 114
8. Positions Other Than Permanent		+ 1
9. Personnel Benefits		+ 745
B. Price Level Changes		+ 132
1. Travel		+ 123
2. Training		+ 5
3. Contract Services		+ 2
4. Supplies and Materials		+ 1
5. Furniture and Equipment		+ 1
C. Program Type Changes		
1. Legislation		-
2. Workload		
a. Staff Level Increases		-
b. Other Program Enhancements		+ 160
(1) Travel		+ 150
(2) Training		+ 5
(3) Contract Services		+ 5

Schedule C-1

NATIONAL SECURITY AND INTERNATIONAL AFFAIRS DIVISION
Detailed Analysis of Change by Organization
(Dollar amounts in thousands)

	1991 Request	
	Staff	Amount
D. Equipment, Alterations, Maintenance, Repairs, Etc.		
1. Furniture and Equipment		+ 15
II. Net Increase/Decrease Requested		+ 3,513
III. Total Allocation, 1991	551	36,473

NATIONAL SECURITY AND INTERNATIONAL AFFAIRS DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollar amounts in thousands)

A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
1. Annualization of FY 1990 Salaries Increase is for the annualization of ingrade increases, which are paid in accordance with 5 USC §§ 5335 and 5343; for promotions that will be granted in FY 1990, and for 3-month annualization of the January 1990 pay raise.		+ 486
2. Ingrade Increases This amount covers the payment of ingrade increases for FY 1991, which are determined based upon satisfactory performance within the grade level of appointment over a specific period of time. Also included is funding for first-time payments of permanent pay increases for evaluators and evaluator-related staff covered by the new Pay-for-Performance (FFP) System.		+ 552
3. Promotions This amount covers the estimated cost of promotions to be granted during FY 1991, based on performance in career ladder positions, the annual assessment process, and/or competitive selections.		+ 358
4. Restitution of Authorized Level This funds the 4 average positions authorized for FY 1990 that were lost due to agency absorption of the January 1990 cost of living increase.		+ 201
5. Executive Pay Raise This amount funds the pay raise for executives authorized by the Ethics Reform Act of 1989 (P.L. 101-194).		+ 384
6. Civilian Pay Raise This amount funds 50 percent of the anticipated January 1991 civilian pay raise of 3.5 percent.		+ 365
7. Extra Day This amount funds the extra day in fiscal year 1991.		+ 114

NATIONAL SECURITY AND INTERNATIONAL AFFAIRS DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollar amounts in thousands)

A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
8. Positions Other Than Permanent Increase is for annualization of the January 1990 pay raise.		+ 1
9. Personnel Benefits This figure represents the increases of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and Social Security taxable wage base, for increases resulting from annualization of and greater participation in the FERS retirement system, and for annualization of rate changes in the Federal Employees Health Benefits Program.		+ 745
B. PRICE LEVEL CHANGES		
1. Travel This amount represents the average expected increases in the costs of travel. Most contract airfares are changed semiannually. Also, the General Services Administration increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.		+ 123
2. Training This amount will provide for increases in the costs of courses provided by OPM and other vendors.		+ 5
3. Contract Services The increases are for contracts for non-government services.		+ 2
4. Supplies and Materials This level covers the increases for subscriptions to periodicals.		+ 1
5. Furniture and Equipment This amount funds price level changes for current levels of expenditures to replace worn-out or broken furniture and equipment.		+ 1

NATIONAL SECURITY AND INTERNATIONAL AFFAIRS DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollar amounts in thousands)

C. PROGRAM TYPE CHANGES (continued)	Staff	Amount
2. Workload		
b. Other Program Enhancements		
(1) Travel This funding level is necessary to ensure adequate audit coverage in foreign countries where the changing world situation often prompts immediate need for extensive travel to trouble spots and where per diem rates and airfares are escalating. In addition, the nature of many of the division's assignments require extensive travel due to the limited use of the telephone to discuss classified information.		+ 150
(2) Training This increase is needed to ensure that NSIAD staff maintain the knowledge, skills and abilities necessary to respond to congressional requests that have limited time frames and to conduct audits and evaluations of increasingly complex government matters.		+ 5
(3) Contract Services These funds will meet increased demands for governmental technical assistance and private contractor support in the provision of technical analysis of NSIAD's defense work.		+ 5
D. EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC		
1. Furniture and Equipment This increase will enable the purchase of the furniture needed to upgrade the Division's audit sites located in Defense and State Department facilities.		+ 15

Schedule E-1

NATIONAL SECURITY AND INTERNATIONAL AFFAIRS DIVISION
(Dollar amounts in thousands)

Classification	Number of Employees			Amount		
	1989	1990 REV	1991	1989	1990 REV	1991
Staff Ceiling 1/ (Total average positions)	544	551	551	25,217	26,782	29,162
11.1 Full-Time Permanent 2/						
Full-Time Permanent	543	552	556	24,716	26,172	28,566
Full-Time Temporary	8	6	6	190	201	226
Part-Time Permanent	11	11	11	311	329	370
11.3 Other Than Full-Time Permanent 3/						
Expert/Consultant	33	41	41	20	75	76
Other Temporary	3	3	3	67	26	26
Summer Hire	5	5	5	3	19	19
Co-op	5	3	3	33	5	5
11.5 Other Personnel Compensation	-	-	-	4	3	3
25.0 Other Services (Contracts for on-site personal services) 4/	-	-	-	-	-	-

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent our actual usage for fiscal year 1989, the Committee-approved level for fiscal year 1990, and our requested level for fiscal year 1991.

2/ These numbers reflect "Total Employees on Board" at a particular point in time and they do not directly relate to the Staff Ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees we will have in these programs during the year. A large number of them will only work for portions of the year. Some will only work for a few days.

4/ Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency work space) for six months or more during a twelve month period.

NSIAD PRODUCTS ISSUED IN FY 1989, FY 1990 AND FY 1991 BY PRODUCT TYPE [1]

Products	1989 Actual	1990 Estimate	1991 Estimate
A. Congressional			
--Briefing Reports	14	15	17
--Facts Sheets	20	21	23
--Letter Reports	108	117	127
--Chapter Reports	63	69	72
B. Agency & Other			
--Letter Reports	11	12	12
--Chapter Reports	4	6	6
TOTAL	220	240	257
C. Testimony	46	51	49
D. Other	-	-	-
GRAND TOTAL	266	291	306

[1] GAO produces many things that could be considered agency products. The products listed here are considered our principal ones.

NATIONAL SECURITY AND INTERNATIONAL AFFAIRS DIVISION

The National Security and International Affairs Division's (NSIAD) work covers U.S. national and international programs concerned with protecting the nation and advancing the international political, economic, and military interests of the United States. This work includes reviewing activities that foster U.S. national security, such as maintaining armed forces and civilian support activities; developing and utilizing defense weapons systems, including nuclear warheads; and conducting defense research. The division audits Department of Energy programs as they relate to national defense matters (such as naval ship reactors), selective service expenses, defense stockpiles outside the Departments of Defense and Energy, international security assistance programs involving the transfer of defense articles and services to foreign governments, programs and activities of the U.S. space program, and the National Aeronautics and Space Administration.

The division audits foreign affairs activities, including development assistance programs and diplomatic operations of the Department of State and related agencies, such as the Arms Control and Disarmament Agency, the United States Information Agency, and the Agency for International Development. The division also audits federal programs affecting U.S. international commercial interests, such as export and import controls and trade agreements, as well as U.S. roles and contributions to international organizations including the United Nations and the multinational banks.

The following summary shows the total agency average positions planned to meet NSIAD responsibilities during fiscal years 1990 and 1991.

ISSUE AREAS/AREAS OF INTEREST LED BY NSIAD	AVERAGE POSITIONS FY 1990[1]	FY 1991	Change
Air Force	138	138	-
Army	132	132	-
Navy	108	108	-
Research, Development, Acquisition and Procurement	150	150	-
Manpower and Reserve Affairs	58	58	-
Logistics	61	61	-
Command, Control, Communications and Intelligence	74	74	-
Security and International Relations	54	54	-
Foreign Economic Assistance	57	57	-
International Trade and Finance	72	72	-
National Aeronautics and Space Administration	31	31	-
Non-Issue Area Work	6	6	-
Director's Office and Support	79	79	-
TOTAL NSIAD ISSUE AREA RESPONSIBILITY	1,020	1,020	-

[1] This represents the authorized average positions approved by the Committee.

	AVERAGE POSITIONS		
	FY 1990[1]	FY 1991	Change
NSIAD ASSIST WORK IN ISSUE AREAS LED BY OTHER DIVISIONS			
AFMD/Internal Control and Financial Management System Audits	11	11	-
GGD/General Management Issues	15	15	-
GGD/Financial Institutions and Markets	8	8	-
RCED/Energy	7	7	-
RCED/Food and Agriculture	6	6	-
RCED/Environmental Protection	15	15	-
TOTAL ALL RESOURCES	1,082	1,082	-
OTHER DIVISIONS CONTRIBUTIONS TO NSIAD LED ISSUE AREAS/AREAS OF INTEREST	-	-	-
NSIAD ORGANIZATIONAL RESPONSIBILITY	1,082	1,082	-
Average Positions Used By Regions	531	531	-
NSIAD Headquarters Average Positions	551	551	-
TOTAL	1,082	1,082	-

[1] This represents the authorized average positions approved by the Committee.

Schedule A-1

RESOURCES, COMMUNITY, AND ECONOMIC DEVELOPMENT DIVISION

Summary by Object Class

(Dollar amounts in thousands)

Categories	1989 Actual		1990 Revised Estimate[1]		1991 Estimate		Net Change 1990 to 1991	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
Breakdown by Object Class:								
11 Personnel Compensation	440	$20,463	468	$22,381	468	$24,510		+$2,129
12 Personnel Benefits		3,050		3,760		4,391		+ 631
21 Travel and Transportation		738		759		941		+ 182
25 Other Services		296		222		268		+ 46
26 Supplies and Materials		25		32		34		+ 2
31 Equipment		19		7		23		+ 16
Total	440	$24,591	468	$27,161	468	$30,167		+$3,006

[1] Reflects reductions pursuant to P.L. 99-177 and P.L. 101-164.

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Schedule B-1

RESOURCES, COMMUNITY AND ECONOMIC DIVISION
Analysis of Change 1990 to 1991
By Object Class
(Dollar amounts in thousands)

Categories	Mandatory Pay And Related Costs	Price Level Changes	Program Changes			Total Changes
			Legislation	Workload	Equipment, Alterations, Maintenance, Repairs, etc.	
	Amount	Amount	Amount	Amount	Amount	Amount
Breakdown By Object Class:						
11 Personnel Compensation	+2,109			+ 20		+2,129
12 Personnel Benefits	+ 631					+ 631
21 Travel		+66		+116		+ 182
25 Other Services		+13		+ 33		+ 46
26 Supplies and Materials		+ 2				+ 2
31 Equipment		+ 1			+15	+ 16
Total	+2,740	+82	-	+169	+15	+3,006

Schedule C-1

RESOURCES, COMMUNITY AND ECONOMIC DEVELOPMENT DIVISION
Detailed Analysis of Change by Organization
(Dollar amounts in thousands)

	Calculation of Base	
	Staff	Amount
Budget Base, 1990	468	27,161
	1991 Request	
1. Adjustments to Base	Staff	Amount
A. Mandatory Pay and Related Costs		+ 2,740
1. Annualization of FY 1990 Salaries		+ 415
2. Ingrade Increases		+ 463
3. Promotions		+ 300
4. Restitution of Authorized Level		+ 247
5. Executive Pay Raise		+ 284
6. Civilian Pay Raise		+ 304
7. Extra Day		+ 94
8. Positions Other Than Permanent		+ 2
9. Personnel Benefits		+ 631
B. Price Level Changes		+ 82
1. Travel		+ 66
2. Training		+ 4
3. Contract Services		+ 9
4. Supplies and Materials		+ 2
5. Furniture and Equipment		+ 1
C. Program Type Changes		
1. Legislation		-
2. Workload		
a. Staff Level Increases		-
b. Other Program Enhancements		+ 169
(1) Positions Other Than Permanent		+ 20
(2) Travel		+ 116
(3) Training		+ 4
(4) Contract Services		+ 29

Schedule C-1

RESOURCES, COMMUNITY AND ECONOMIC DEVELOPMENT DIVISION
Detailed Analysis of Change by Organization
(Dollar amounts in thousands)

	1991 Request	
	Staff	Amount
D. Equipment, Alterations, Maintenance, Repairs, Etc.		
1. Furniture and Equipment		+ 15
II. Net Increase/Decrease Requested		+ 3,006
III. Total Allocation, 1991	468	30,167

RESOURCES, COMMUNITY AND ECONOMIC DEVELOPMENT DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollar amounts in thousands)

A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
1. Annualization of FY 1990 Salaries Increase is for the annualization of ingrade increases, which are paid in accordance with 5 USC ((5335 and 5343, for promotions that will be granted in FY 1990, and for 3-month annualization of the January 1990 pay raise.		+ 415
2. Ingrade Increases This amount covers the payment of ingrade increases for FY 1991, which are determined based upon satisfactory performance within the grade level of appointment over a specific period of time. Also included is funding for first-time payments of permanent pay increases for evaluators and evaluator-related staff covered by the new Pay-for-Performance (PFP) System.		+ 463
3. Promotions This amount covers the estimated cost of promotions to be granted during FY 1991, based on performance in career ladder positions, the annual assessment process, and/or competitive selection.		+ 300
4. Restitution of Authorized Level This funds the 5 average positions authorized for FY 1990 that were lost due to agency absorption of January 1990 cost of living increase.		+ 247
5. Executive Pay Raise This amount funds the pay raise for executives authorized by the Ethics Reform Act of 1989 (P.L. 101-194).		+ 284
6. Civilian Pay Raise This amount funds 50 percent of the anticipated January 1991 civilian pay raise of 3.5 percent.		+ 304
7. Extra Day This amount funds the extra day in fiscal year 1991.		+ 94

RESOURCES, COMMUNITY AND ECONOMIC DEVELOPMENT DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollar amounts in thousands)		
A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
8. Positions Other Than Permanent Increase is for annualization of the January 1990 pay raise.		+ 2
9. Personnel Benefits This figure represents the increases of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and Social Security taxable wage base, for increases resulting from annualization of and greater participation in the FERS retirement system, and for annualization of rate changes in the Federal Employees Health Benefits Program.		+ 631
B. PRICE LEVEL CHANGES		
1. Travel This amount represents the average expected increases in the costs of travel. Most contract airfares are changed semiannually. Also, the General Services Administration increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.		+ 66
2. Training This amount will provide for increases in the costs of courses provided by OPM and other vendors.		+ 4
3. Contract Services The increases are for price-level changes in costs for contracts for government services and for private contractor assistance on audit/evaluation work on congressional request assignments.		+ 9
4. Supplies and Materials This level covers the increase in subscriptions to periodicals.		+ 2

RESOURCES, COMMUNITY AND ECONOMIC DEVELOPMENT DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollar amounts in thousands)

	Staff	Amount
B. PRICE LEVEL CHANGES (continued)		
5. Furniture and Equipment		+ 1
This amount funds price level changes for current levels of expenditures to replace worn-out or broken furniture and equipment.		
C. PROGRAM TYPE CHANGES		
2. Workload		
b. Other Program Enhancements		
(1) Positions Other Than Permanent		+ 20
This increase funds additional usage of consultants/experts needed for highly technical studies and complex analyses for audit and evaluation work.		
(2) Travel		+ 116
The increase in travel is needed to perform audit assignments that involve long distance travel to high cost cities such as the natural resource issue area jobs that are performed in the western states and Alaska; to attend meetings on region-led jobs, and to support quality assurance efforts through report conferences, supervisory visits and team meetings.		
(3) Training		+ 4
This increase is needed to ensure that RCED staff maintain the knowledge, skills and abilities necessary to respond to congressional requests that have limited time frames and to conduct audits and evaluations of increasingly complex government programs in the areas of energy, transportation, environment, housing, food, and natural resources.		

RESOURCES, COMMUNITY AND ECONOMIC DEVELOPMENT DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollar amounts in thousands)	Staff	Amount
C. PROGRAM TYPE CHANGES (continued)		
b. Other Program Enhancements (continued)		
(4) Contract Services		+ 29
Funds are needed for increased utilization of expert assistance in the design, execution and reporting of audit and evaluation work in the areas of environment, housing and community development, and transportation.		
D. EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC		
1. Furniture and Equipment		+ 15
This requested increase will enable the division to replace worn-out or broken furniture and equipment at both headquarters and audit site locations.		

RCED PRODUCTS ISSUED IN FY 1989, FY 1990 AND FY 1991 BY PRODUCT TYPE [1]

Products	1989 Actual	1990 Estimate	1991 Estimate
A. Congressional			
--Briefing Reports	23	24	26
--Facts Sheets	18	19	21
--Letter Reports	80	87	93
--Chapter Reports	53	57	61
B. Agency & Other			
--Letter Reports	5	6	6
--Chapter Reports	1	1	1
TOTAL	180	194	208
C. Testimony	59	65	65
D. Other	-	-	-
GRAND TOTAL	239	259	273

[1] GAO produces many things that could be considered agency products. The products listed here are considered our principal ones.

Schedule E-1

RESOURCES, COMMUNITY AND ECONOMIC DEVELOPMENT DIVISION
(Dollar amounts in thousands)

Classification	Number of Employees			Amount		
	1989	1990 REV	1991	1989	1990 REV	1991
Staff Ceiling 1/ (Total average positions)	448	448	448	20,310	22,196	24,305
11.1 Full-Time Permanent 2/						
Full-Time Permanent	449	460	464	20,136	22,008	24,092
Full-Time Temporary	3	3	3	69	75	84
Part-Time Permanent	4	5	5	105	115	129
11.3 Other Than Full-Time Permanent 3/						
Expert/Consultant	19	10	10	81	110	131
Other Temporary	3	2	2	24	15	15
Summer Hire	9	7	7	35	26	26
Co-op	2	3	3	10	29	30
11.5 Other Personnel Compensation	-	-	-	3	3	3
25.0 Other Services (Contracts for on-site personal services) 4/	-	-	-	-	-	-

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent our actual usage for fiscal year 1989, the Committee-approved level for fiscal year 1990, and our requested level for fiscal year 1991.

2/ These numbers reflect "Total Employees on Board" at a particular point in time and they do not directly relate to the Staff Ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees we will have in these programs during the year. A large number of them will only work for portions of the year. Some will only work for a few days.

4/ Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency work space) for six months or more during a twelve month period.

RESOURCES, COMMUNITY, AND ECONOMIC DEVELOPMENT DIVISION

The Resources, Community, and Economic Development Division (RCED) serves as the lead division for GAO's work in the areas of food and agriculture, housing and community development, energy, environmental protection, natural resources management, and transportation.

The division provides audit coverage for the Departments of Agriculture, Commerce, Energy, Housing and Urban Development, Interior, and Transportation; the Army Corps of Engineers (civil functions); the Environmental Protection and Federal Emergency Management Agencies; the Small Business Administration; the Interstate Commerce, Federal Maritime, Federal Communications and Nuclear Regulatory Commissions; the National Science Foundation, and a variety of boards, commissions, and quasi-governmental entities.

The following summary shows the total agency average positions planned to meet RCED responsibilities during fiscal years 1990 and 1991.

	AVERAGE POSITIONS		
ISSUE AREAS/AREAS OF INTEREST LED BY RCED	FY 1990[1]	FY 1991	Change
Energy	138	138	-
Food and Agriculture	124	124	-
Transportation	139	139	-
Housing and Community Development	80	80	-
Environmental Protection	125	125	-
Natural Resources Management	100	100	-
Non-Issue Area Work	17	17	-
Director's Office and Support	100	100	-
TOTAL RCED ISSUE AREA RESPONSIBILITY	823	823	-
RCED ASSIST WORK IN OTHER ISSUE AREAS LED BY OTHER DIVISIONS			
AFMD/Internal Control and Financial Management System Audits	11	11	-
GGD/General Management Issues	12	12	-
HRD/Income Security	6	6	-
TOTAL ALL RESOURCES	852	852	-

[1] This represents the authorized average positions approved by the Committee.

	AVERAGE POSITIONS		
OTHER DIVISIONS' CONTRIBUTIONS TO RCED LED ISSUE AREAS/AREAS OF INTEREST (INTEC, RSIAD)	FY 1990[1]	FY 1991	Change
	- 64	- 64	-
RCED ORGANIZATIONAL RESPONSIBILITY	788	788	-
Average Positions Used by Regions	320	320	-
RCED Headquarters Average Positions	468	468	-
TOTAL	788	788	-

[1] This represents the authorized average positions approved by the Committee.

Schedule A-1

ACCOUNTING AND FINANCIAL MANAGEMENT DIVISION

Summary by Object Class

(Dollar amounts in thousands)

Categories	1989 Actual		1990 Revised Estimate[1]		1991 Estimate		Net Change 1990 to 1991	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
Breakdown by Object Class:								
11 Personnel Compensation	303	$13,505	293	$13,805	293	$14,963		+$1,158
12 Personnel Benefits		2,130		2,328		2,691		+ 363
21 Travel and Transportation		478		544		647		+ 103
25 Other Services		1,481		710		1,117		+ 407
26 Supplies and Materials		25		27		28		+ 1
31 Equipment		33		5		16		+ 11
Total	303	$17,652	293	$17,419	293	$19,462		+$2,043

[1] Reflects reductions pursuant to P.L. 99-177 and P.L. 101-164.

Schedule 9-1

ACCOUNTING AND FINANCIAL MANAGEMENT DIVISION
Analysis of Change 1990 to 1991
By Object Class
(Dollar amounts in thousands)

Categories	Mandatory Pay And Related Costs	Price Level Changes	Program Changes			Total Changes
			Legislation	Workload	Equipment, Alterations, Maintenance, Repairs, etc.	
	Amount	Amount	Amount	Amount	Amount	Amount
Breakdown By Object Class:						
11 Personnel Compensation	+1,148			+ 10		+1,158
12 Personnel Benefits	+ 363					+ 363
21 Travel		+47		+ 56		+ 103
25 Other Services		+35		+372		+ 407
26 Supplies and Materials		+ 1				+ 1
31 Equipment					+11	+ 11
Total	+1,311	+83	-	+438	+11	+2,043

Schedule C-1

ACCOUNTING AND FINANCIAL MANAGEMENT DIVISION

Detailed Analysis of Change by Organization

(Dollar amounts in thousands)

	Calculation of Base	
	Staff	Amount
Budget Base, 1990	293	17,419
	1991 Request	
1. Adjustments to Base	Staff	Amount
A. Mandatory Pay and Related Costs		+ 1,511
1. Annualization of FY 1990 Salaries		+ 247
2. Ingrade Increases		+ 283
3. Promotions		+ 185
4. Executive Pay Raise		+ 192
5. Civilian Pay Raise		+ 185
6. Extra Day		+ 56
7. Personnel Benefits		+ 363
B. Price Level Changes		+ 83
1. Travel		+ 47
2. Training		+ 5
3. Contract Services		+ 30
4. Supplies and Materials		+ 1
C. Program Type Changes		
1. Legislation		-
2. Workload		
a. Staff Level Increases		-
b. Other Program Enhancements		+ 438
(1) Positions Other Than Permanent		+ 10
(2) Travel		+ 56
(3) Training		+ 2
(4) Contract Services		+ 370

Schedule C-1

ACCOUNTING AND FINANCIAL MANAGEMENT DIVISION
Detailed Analysis of Change by Organization
(Dollar amounts in thousands)

	1991 Request	
	Staff	Amount
B. Equipment, Alterations, Maintenance, Repairs, Etc.		
(1) Furniture and Equipment		+ 11
II. Net Increase/Decrease Requested		+ 2,043
III. Total Allocation, 1991	293	19,462

ACCOUNTING AND FINANCIAL MANAGEMENT DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollar amounts in thousands)		
A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
1. Annualization of FY 1990 Salaries Increase is for the annualization of ingrade increases, which are paid in accordance with 5 USC ((5335 and 5343, for promotions that will be granted in FY 1990, and for 3-month annualization of the January 1990 pay raise.		+ 247
2. Ingrade Increases This amount covers the payment of ingrade increases for FY 1991, which are determined based upon satisfactory performance within the grade level of appointment over a specific period of time. Also included is funding for first-time payments of permanent pay increases for evaluators and evaluator-related staff covered by the new Pay-for-Performance (PFP) System.		+ 283
3. Promotions This amount covers the estimated cost of promotions to be granted during FY 1991, based on performance in career ladder positions, the annual assessment process, and/or competitive selections.		+ 185
4. Executive Pay Raise This amount funds the pay raise for executives authorized by the Ethics Reform Act of 1989 (P.L. 101-194).		+ 192
5. Civilian Pay Raise This amount funds 50 percent of the anticipated January 1991 civilian pay raise of 3.5 percent.		+ 185
6. Extra Day This amount funds the extra day in fiscal year 1991.		+ 56

ACCOUNTING AND FINANCIAL MANAGEMENT DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollar amounts in thousands)		
A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
7. Personnel Benefits This figure represents the increases of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and Social Security taxable wage base, for increases resulting from annualization of and greater participation in the FERS retirement system, and for annualization of rate changes in the Federal Employees Health Benefits Program.		+ 363
B. PRICE LEVEL CHANGES		
1. Travel This amount represents the average expected increases in the costs of travel. Most contract airfares are changed semiannually. Also, the General Services Administration increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.		+ 47
2. Training This amount will provide for increases in the costs of courses provided by OPM and other vendors.		+ 5
3. Contract Services The increases are for contracts for non-government services.		+ 30
4. Supplies and Materials This level covers the increases for subscriptions to periodicals.		+ 1

ACCOUNTING AND FINANCIAL MANAGEMENT DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollar amounts in thousands)

C. PROGRAM TYPE CHANGES	Staff	Amount
2. Workload		
b. Other Program Enhancements		
(1) Positions Other Than Permanent These funds will enable utilization of a consultant to revise and help teach our accounting and auditing update course addressing new developments in the accounting profession.		+ 10
(2) Travel The requested increase is required to support the division's financial audit area on FDIC and National Credit Union Administration jobs and support of consultants serving on advisory panels.		+ 56
(3) Training This increase is needed to ensure that AFMD staff maintain the accounting skills and abilities necessary to evaluate the soundness of government financial operations.		+ 2
(4) Contract Services These funds are needed for a contract with a public accounting firm to perform an audit of the Commodity Credit Corporation as mandated by the Government Corporation Act (31 U.S.C. 9105).		+ 370
D. EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC		
1. Furniture and Equipment This increase will provide funds to replace worn-out furniture and broken equipment.		+ 11

AFMD PRODUCTS ISSUED IN FY 1989, FY 1990 AND FY 1991 BY PRODUCT TYPE [1]

Products	1989 Actual	1990 Estimate	1991 Estimate
A. Congressional			
--Briefing Reports	5	5	6
--Facts Sheets	4	4	4
--Letter Reports	49	53	56
--Chapter Reports	13	14	15
B. Agency & Other			
--Letter Reports	8	8	9
--Chapter Reports	2	3	3
TOTAL	81	87	93
C. Testimony	13	14	15
D. Other	-	-	-
GRAND TOTAL	94	101	108

[1] GAO produces many things that could be considered agency products. The products listed here are considered our principal ones.

Schedule E-1

ACCOUNTING AND FINANCIAL MANAGEMENT DIVISION
(Dollar amounts in thousands)

Classification	Number of Employees			Amount		
	1989	1990 REV	1991	1989	1990 REV	1991
Staff Ceiling 1/ (Total average positions)	303	293	293	13,466	13,743	14,891
11.1 Full-Time Permanent 2/						
Full-Time Permanent	288	298	299	13,054	13,322	14,435
Full-Time Temporary	5	6	6	236	241	261
Part-Time Permanent	10	10	10	176	180	195
11.3 Other Than Full-Time Permanent 3/						
Expert/Consultant	-	9	11	-	18	28
Other Temporary	3	2	2	14	10	10
Summer Hire	8	7	11	21	21	21
Co-op	-	1	1	-	7	7
11.5 Other Personnel Compensation	-	-	-	4	6	6
25.0 Other Services (Contracts for on-site personal services) 4/	-	-	-	-	-	-

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent our actual usage for fiscal year 1989, the Committee-approved level for fiscal year 1990, and our requested level for fiscal year 1991.

2/ These numbers reflect "Total Employees on Board" at a particular point in time and they do not directly relate to the Staff Ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees we will have in these programs during the year. A large number of them will only work for portions of the year. Some will only work for a few days.

4/ Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency work space) for six months or more during a twelve month period.

ACCOUNTING AND FINANCIAL MANAGEMENT DIVISION

The Accounting and Financial Management Division (AFMD) serves as the lead division within GAO for promoting financial management improvements. The division is responsible for issues involving accounting systems, agency financial statement audits, accounting and audit policy, budget systems and practices, and audit oversight of federal and non-federal auditors and the public accounting profession. It is the focal point within GAO for overall issues and policies related to the Federal Managers' Financial Integrity Act, and integration of budget and accounting systems. The division also participates in the Joint Financial Management Improvement Program and the National Intergovernmental Audit Forums.

The following summary shows the total agency average positions planned to meet AFMD responsibilities during fiscal years 1990 and 1991.

	AVERAGE POSITIONS		
ISSUE AREAS/AREAS OF INTEREST LED BY AFMD	FY 1990[1]	FY 1991	Change
Financial Management Standards and Initiatives	47	47	-
Internal Control and Financial Management System Audits	155	155	-
Financial Statement Audits	253	253	-
Audit Oversight and Policy	62	62	-
Director's Office and Support	68	68	-
TOTAL AFMD ISSUE AREA RESPONSIBILITY	585	585	-
AFMD ASSIST WORK IN OTHER ISSUE AREAS LED BY OTHER DIVISIONS			
GGD/General Management Issues	4	4	-
TOTAL ALL RESOURCES	589	589	-
OTHER DIVISIONS' CONTRIBUTIONS TO AFMD LED ISSUE AREAS/AREAS OF INTEREST (GGD, HRD, NSIAD, RCED, IMTEC)	- 53	- 53	-
AFMD ORGANIZATIONAL RESPONSIBILITY	536	536	-
Average Positions Used by Regions	243	243	-
AFMD Headquarters Average Positions	293	293	-
TOTAL	536	536	-

[1] This represents the authorized average positions approved by the Committee.

Schedule A-1

ACCOUNTING AND FINANCIAL MANAGEMENT DIVISION

Summary by Object Class

(Dollar amounts in thousands)

Categories	1989 Actual		1990 Revised Estimate[1]		1991 Estimate		Net Change 1990 to 1991	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
Breakdown by Object Class:								
11 Personnel Compensation	303	$13,505	293	$13,805	293	$14,963		+$1,158
12 Personnel Benefits		2,130		2,328		2,691		+ 363
21 Travel and Transportation		478		544		647		+ 103
25 Other Services		1,481		710		1,117		+ 407
26 Supplies and Materials		25		27		28		+ 1
31 Equipment		33		5		16		+ 11
Total	303	$17,652	293	$17,419	293	$19,462		+$2,043

[1] Reflects reductions pursuant to P.L. 99-177 and P.L. 101-164.

Schedule H-1

ACCOUNTING AND FINANCIAL MANAGEMENT DIVISION
Analysis of Change 1990 to 1991
By Object Class
(Dollar amounts in thousands)

Categories	Mandatory Pay And Related Costs	Price Level Changes	Program Changes			Total Changes
			Legislation	Workload	Equipment, Alterations, Maintenance, Repairs, etc.	
	Amount	Amount	Amount	Amount	Amount	Amount
Breakdown By Object Class:						
11 Personnel Compensation	+1,148			+ 10		+1,158
12 Personnel Benefits	+ 363					+ 363
21 Travel		+47		+ 56		+ 103
25 Other Services		+35		+372		+ 407
26 Supplies and Materials		+ 1				+ 1
31 Equipment					+11	+ 11
Total	+1,511	+83	-	+438	+11	+2,043

Schedule C-1

ACCOUNTING AND FINANCIAL MANAGEMENT DIVISION
Detailed Analysis of Change by Organization
(Dollar amounts in thousands)

	Calculation of Base	
	Staff	Amount
Budget Base, 1990	293	17,419
	1991 Request	
1. Adjustments to Base	Staff	Amount
A. Mandatory Pay and Related Costs		+ 1,511
1. Annualization of FY 1990 Salaries		+ 247
2. Ingrade Increases		+ 283
3. Promotions		+ 185
4. Executive Pay Raise		+ 192
5. Civilian Pay Raise		+ 185
6. Extra Day		+ 56
7. Personnel Benefits		+ 363
B. Price Level Changes		+ 83
1. Travel		+ 47
2. Training		+ 5
3. Contract Services		+ 30
4. Supplies and Materials		+ 1
C. Program Type Changes		
1. Legislation		-
2. Workload		
a. Staff Level Increases		-
b. Other Program Enhancements		+ 438
(1) Positions Other Than Permanent		+ 10
(2) Travel		+ 56
(3) Training		+ 2
(4) Contract Services		+ 370

Schedule C-1

ACCOUNTING AND FINANCIAL MANAGEMENT DIVISION
Detailed Analysis of Change by Organization
(Dollar amounts in thousands)

	1991 Request	
	Staff	Amount
D. Equipment, Alterations, Maintenance, Repairs, Etc.		
(1) Furniture and Equipment		+ 11
II. Net Increase/Decrease Requested		+ 2,043
III. Total Allocation, 1991	293	19,462

ACCOUNTING AND FINANCIAL MANAGEMENT DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollar amounts in thousands)

A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
1. Annualization of FY 1990 Salaries Increase is for the annualization of ingrade increases, which are paid in accordance with 5 USC ((5335 and 5343, for promotions that will be granted in FY 1990, and for 3-month annualization of the January 1990 pay raise.		+ 247
2. Ingrade Increases This amount covers the payment of ingrade increases for FY 1991, which are determined based upon satisfactory performance within the grade level of appointment over a specific period of time. Also included is funding for first-time payments of permanent pay increases for evaluators and evaluator-related staff covered by the new Pay-for-Performance (PFP) System.		+ 283
3. Promotions This amount covers the estimated cost of promotions to be granted during FY 1991, based on performance in career ladder positions, the annual assessment process, and/or competitive selections.		+ 185
4. Executive Pay Raise This amount funds the pay raise for executives authorized by the Ethics Reform Act of 1989 (P.L. 101-194).		+ 192
5. Civilian Pay Raise This amount funds 50 percent of the anticipated January 1991 civilian pay raise of 3.5 percent.		+ 185
6. Extra Day This amount funds the extra day in fiscal year 1991.		+ 56

ACCOUNTING AND FINANCIAL MANAGEMENT DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollar amounts in thousands)		
A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
7. Personnel Benefits This figure represents the increases of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and Social Security taxable wage base, for increases resulting from annualization of and greater participation in the FERS retirement system, and for annualization of rate changes in the Federal Employees Health Benefits Program.		+ 363
B. PRICE LEVEL CHANGES		
1. Travel This amount represents the average expected increases in the costs of travel. Most contract airfares are changed semiannually. Also, the General Services Administration increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.		+ 47
2. Training This amount will provide for increases in the costs of courses provided by OPM and other vendors.		+ 5
3. Contract Services The increases are for contracts for non-government services.		+ 30
4. Supplies and Materials This level covers the increases for subscriptions to periodicals.		+ 1

ACCOUNTING AND FINANCIAL MANAGEMENT DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollar amounts in thousands)

C. PROGRAM TYPE CHANGES	Staff	Amount
2. Workload		
b. Other Program Enhancements		
(1) Positions Other Than Permanent These funds will enable utilization of a consultant to revise and help teach our accounting and auditing update course addressing new developments in the accounting profession.		+ 10
(2) Travel The requested increase is required to support the division's financial audit area on FDIC and National Credit Union Administration jobs and support of consultants serving on advisory panels.		+ 56
(3) Training This increase is needed to ensure that AFMD staff maintain the accounting skills and abilities necessary to evaluate the soundness of government financial operations.		+ 2
(4) Contract Services These funds are needed for a contract with a public accounting firm to perform an audit of the Commodity Credit Corporation as mandated by the Government Corporation Act (31 U.S.C. 9105).		+ 370
D. EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC		
1. Furniture and Equipment This increase will provide funds to replace worn-out furniture and broken equipment.		+ 11

AFMD PRODUCTS ISSUED IN FY 1989, FY 1990 AND FY 1991 BY PRODUCT TYPE [1]

Products	1989 Actual	1990 Estimate	1991 Estimate
A. Congressional			
--Briefing Reports	5	5	6
--Facts Sheets	4	4	4
--Letter Reports	49	53	56
--Chapter Reports	13	14	15
B. Agency & Other			
--Letter Reports	8	8	9
--Chapter Reports	2	3	3
TOTAL	81	87	93
C. Testimony	13	14	15
D. Other	-	-	-
GRAND TOTAL	94	101	108

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Schedule E-1

ACCOUNTING AND FINANCIAL MANAGEMENT DIVISION
(Dollar amounts in thousands)

Classification	Number of Employees			Amount		
	1989	1990 REV	1991	1989	1990 REV	1991
Staff Ceiling 1/ (Total average positions)	303	293	293	13,466	13,743	14,891
11.1 Full-Time Permanent 2/						
Full-Time Permanent	288	298	299	13,054	13,322	14,435
Full-Time Temporary	5	6	6	236	241	261
Part-Time Permanent	10	10	10	176	180	195
11.3 Other Than Full-Time Permanent 3/						
Expert/Consultant	-	9	11	-	18	28
Other Temporary	3	2	2	14	10	10
Summer Hire	8	7	11	21	21	21
Co-op	-	1	1	-	7	7
11.5 Other Personnel Compensation	-	-	-	4	6	6
25.0 Other Services (Contracts for on-site personal services) 4/	-	-	-	-	-	-

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent our actual usage for fiscal year 1989, the Committee-approved level for fiscal year 1990, and our requested level for fiscal year 1991.

2/ These numbers reflect "Total Employees on Board" at a particular point in time and they do not directly relate to the Staff Ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees we will have in these programs during the year. A large number of them will only work for portions of the year. Some will only work for a few days.

4/ Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency work space) for six months or more during a twelve month period.

ACCOUNTING AND FINANCIAL MANAGEMENT DIVISION

The Accounting and Financial Management Division (AFMD) serves as the lead division within GAO for promoting financial management improvements. The division is responsible for issues involving accounting systems, agency financial statement audits, accounting and audit policy, budget systems and practices, and audit oversight of federal and non-federal auditors and the public accounting profession. It is the focal point within GAO for overall issues and policies related to the Federal Managers' Financial Integrity Act, and integration of budget and accounting systems. The division also participates in the Joint Financial Management Improvement Program and the National Intergovernmental Audit Forums.

The following summary shows the total agency average positions planned to meet AFMD responsibilities during fiscal years 1990 and 1991.

	AVERAGE POSITIONS		
ISSUE AREAS/AREAS OF INTEREST LED BY AFMD	FY 1990[1]	FY 1991	Change
Financial Management Standards and Initiatives	47	47	-
Internal Control and Financial Management System Audits	155	155	-
Financial Statement Audits	253	253	-
Audit Oversight and Policy	62	62	-
Director's Office and Support	68	68	-
TOTAL AFMD ISSUE AREA RESPONSIBILITY	585	585	-
AFMD ASSIST WORK IN OTHER ISSUE AREAS LED BY OTHER DIVISIONS			
GGD/General Management Issues	4	4	-
TOTAL ALL RESOURCES	589	589	-
OTHER DIVISIONS' CONTRIBUTIONS TO AFMD LED ISSUE AREAS/AREAS OF INTEREST (GGD, HRD, NSIAD, RCED, IMTEC)	- 53	- 53	-
AFMD ORGANIZATIONAL RESPONSIBILITY	536	536	-
Average Positions Used by Regions	243	243	-
AFMD Headquarters Average Positions	293	293	-
TOTAL	536	536	-

[1] This represents the authorized average positions approved by the Committee.

Schedule A-1

INFORMATION MANAGEMENT AND TECHNOLOGY DIVISION
Summary by Object Class
(Dollar amounts in thousands)

Categories	1989 Actual		1990 Revised Estimate[1]		1991 Estimate		Net Change 1990 to 1991	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
Breakdown by Object Class:								
11 Personnel Compensation	205	$ 9,097	209	$ 9,736	209	$10,920		+$1,184
12 Personnel Benefits		1,358		1,635		1,946		+ 311
21 Travel and Transportation		306		336		440		+ 104
25 Other Services		56		158		204		+ 46
26 Supplies and Materials		4		8		8		-
31 Equipment		15		5		15		+ 10
Total	205	$10,836	209	$11,878	209	$13,533		+$1,655

[1] Reflects reductions pursuant to P.L. 99-177 and P.L. 101-164.

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Schedule B-1

INFORMATION TECHNOLOGY AND MANAGEMENT DIVISION
Analysis of Change 1990 to 1991
By Object Class
(Dollar amounts in thousands)

Categories	Mandatory Pay And Related Costs	Price Level Changes	Program Changes			Total Changes
			Legislation	Workload	Equipment, Alterations, Maintenance, Repairs, etc.	
	Amount	Amount	Amount	Amount	Amount	Amount
Breakdown By Object Class:						
11 Personnel Compensation	+1,118			+ 66		+1,184
12 Personnel Benefits	+ 311					+ 311
21 Travel		+29		+ 75		+ 104
25 Other Services		+11		+ 35		+ 46
26 Supplies and Materials						
31 Equipment					+10	+ 10
Total	+1,429	+40	-	+176	+10	+1,655

Schedule C-1

INFORMATION MANAGEMENT AND TECHNOLOGY DIVISION
Detailed Analysis of Change by Organization
(Dollar amounts in thousands)

	Calculation of Base	
	Staff	Amount
Budget Base, 1990	209	11,878
	1991 Request	
1. Adjustments to Base	Staff	Amount
A. Mandatory Pay and Related Costs		+ 1,429
1. Annualization of FY 1990 Salaries		+ 175
2. Ingrade Increases		+ 187
3. Promotions		+ 122
4. Restitution of Authorized Level		+ 189
5. Exective Pay Raise		+ 265
6. Civilian Pay Raise		+ 136
7. Extra Day		+ 43
8. Positions Other Than Permanent		+ 1
9. Personnel Benefits		+ 311
B. Price Level Changes		+ 40
1. Travel		+ 29
2. Training		+ 5
3. Contract Services		+ 6
C. Program Type Changes		
1. Legislation		-
2. Workload		
a. Staff Level Increases		-
b. Other Program Enhancements		+ 176
(1) Positions Other Than Permanent		+ 66
(2) Travel		+ 75
(3) Training		+ 5
(4) Contract Services		+ 30

Schedule C-1

INFORMATION MANAGEMENT AND TECHNOLOGY DIVISION
Detailed Analysis of Change by Organization
(Dollar amounts in thousands)

	1991 Request	
	Staff	Amount
D. Equipment, Alterations, Maintenance, Repairs, Etc.		
1. Furniture and Equipment		+ 10
II. Net Increase/Decrease Requested		+ 1,655
III. Total Allocation, 1991	209	13,533

INFORMATION MANAGEMENT AND TECHNOLOGY DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollar amounts in thousands)

A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
1. Annualization of FY 1990 Salaries Increase is for the annualization of ingrade increases, which are paid in accordance with 5 USC ((5335 and 5343, for promotions that will be granted in FY 1990, and for 3-month annualization of the January 1990 pay raise.		+ 175
2. Ingrade Increases This amount covers the payment of ingrade increases for FY 1991, which are determined based upon satisfactory performance within the grade level of appointment over a specific period of time. Also included is funding for first-time payment of permanent pay increases for evaluators and evaluator-related staff covered by the new Pay-for-Performance (PFP) System.		+ 187
3. Promotions This amount covers the estimated cost of promotions to be granted during FY 1991, based on performance in career ladder positions, the annual assessment process, and/or competitive selections.		+ 122
4. Restitution of Authorized Level This funds the 4 average positions authorized for FY 1990 that were lost due to agency absorption of January 1990 cost of living increase.		+ 189
5. Executive Pay Raise This amount funds the pay raise for executives authorized by the Ethics Reform Act of 1989 (P.L. 101-194).		+ 265
6. Civilian Pay Raise This amount funds 50 percent of the anticipated January 1991 civilian pay raise of 3.5 percent.		+ 136
7. Extra Day This amount funds the extra day in fiscal year 1991.		+ 43

INFORMATION MANAGEMENT AND TECHNOLOGY DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollar amounts in thousands)	Staff	Amount
A. MANDATORY PAY AND RELATED COSTS (continued)		
8. Positions Other Than Permanent Increase is for annualization of the January 1990 pay raise.		+ 1
9. Personnel Benefits This figure represents the increases of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and Social Security taxable wage base, for increases resulting from annualization of and greater participation in the FERS retirement system, and for annualization of rate changes in the Federal Employees Health Benefits Program.		+ 311
B. PRICE LEVEL CHANGES		
1. Travel This amount represents the average expected increases in the costs of travel. Most contract airfares are changed semiannually. Also, the General Services Administration increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.		+ 29
2. Training This amount will provide for increases in the costs of courses provided by OPM and other vendors.		+ 5
3. Contract Services The increase is for government and non-government contract services.		+ 6

INFORMATION MANAGEMENT AND TECHNOLOGY DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollar amounts in thousands)

C. PROGRAM TYPE CHANGES	Staff	Amount
b. Other Program Enhancements		
(1) Positions Other Than Permanent This increase funds additional usage of consultants/experts needed for our audit and evaluation work.		+ 66
(2) Travel This funding level will ensure adequate audit coverage by permitting increased supervisory travel to the job sites on High Density Television, FTS 2000, and other emerging technology issues of interest to the Congress.		+ 75
(3) Training This increase is needed to ensure that INTEC staff keep abreast of the latest developments in the ADP and telecommunications fields including data structure and advanced programming techniques, computer system performance management, and cost/benefit analysis of ADP systems.		+ 5
(4) Contract Services These funds are needed primarily for consultant services in support of the increased requirement for technical reviews of ADP systems and issues. Funds will also be required in review of computer performance evaluation, capacity management, and software conversion studies which require highly specialized skills and in-depth analyses.		+ 30
D. EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC		
1. Furniture and Equipment This increase will enable the division to replace broken furniture and equipment.		+ 10

INTEC PRODUCTS ISSUED IN FY 1989, FY 1990 AND FY 1991 BY PRODUCT TYPE [1]

Products	1989 Actual	1990 Estimate	1991 Estimate
A. Congressional			
--Briefing Reports	6	7	9
--Facts Sheets	13	14	17
--Letter Reports	39	42	45
--Chapter Reports	9	10	10
B. Agency & Other			
--Letter Reports	5	6	6
--Chapter Reports	2	3	3
TOTAL	74	82	90
C. Testimony	8	10	10
D. Other	-	-	-
GRAND TOTAL	82	92	100

[1] GAO produces many things that could be considered agency products. The products listed here are considered our principal ones.

Schedule E-1

INFORMATION MANAGEMENT AND TECHNOLOGY DIVISION
(Dollar amounts in thousands)

Classification	Number of Employees			Amount		
	1989	1990 REV	1991	1989	1990 REV	1991
Staff Ceiling 1/ (Total average positions)	205	209	209	9,038	9,651	10,768
11.1 Full-Time Permanent 2/						
Full-Time Permanent	199	206	207	8,816	9,414	10,489
Full-Time Temporary	3	3	3	198	211	248
Part-Time Permanent	1	2	1	24	26	31
11.3 Other Than Full-Time Permanent 3/						
Expert/Consultant	13	15	20	13	25	91
Other Temporary	-	1	1	30	14	14
Summer Hire	4	4	4	11	15	15
Co-op	2	3	3	2	26	27
11.5 Other Personnel Compensation	-	-	-	3	5	5
25.0 Other Services (Contracts for on-site personal services) 4/	-	-	-	-	-	-

1/ Every year Congress approves a staff ceiling for GAO The figures shown here represent our actual usage for fiscal year 1989, the Committee-approved level for fiscal year 1990, and our requested level for fiscal year 1991.

2/ These numbers reflect "Total Employees on Board" at a particular point in time and they do not directly relate to the Staff Ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees we will have in these programs during the year. A large number of these will only work for portions of the year. Some will only work for a few days.

4/ Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency work space) for six months or more during a twelve month period.

INFORMATION MANAGEMENT AND TECHNOLOGY DIVISION

The Information Management and Technology Division (IMTEC) serves as the lead division for GAO's work relating to agencies' acquisition and management of information resources, including computer and telecommunication systems and other major information systems. The division is responsible for the information resources management portion (IRM) of GAO's general management studies and also reviews the automated activities required by the Federal Managers' Financial Integrity Act. The division also has the leadership role in recruiting highly qualified staff with information resources management training or expertise, acting as a catalyst for the development of IRM technical skills of other GAO staff, and participating in the public dialogue over key information management and technology issues.

The following summary shows the total agency average positions planned to meet IMTEC responsibilities during fiscal years 1990 and 1991.

	AVERAGE POSITIONS		
ISSUE AREAS/AREAS OF INTEREST LED BY IMTEC	FY 1990[1]	FY 1991	Change
Information Management and Technology	132	132	-
Non-Issue Area Work	2	2	-
Director's Office & Support	55	55	-
TOTAL IMTEC ISSUE AREA RESPONSIBILITY	189	189	-
IMTEC ASSIST WORK IN OTHER ISSUE AREAS LED BY OTHER DIVISIONS			
AFMD/Internal Control and Financial Management System Audits	9	9	-
GGD/General Management Issues	11	11	-
GGD/Tax Policy and Administration	25	25	-
GGD/Administration of Justice	16	16	-
GGD/Financial Institutions and Markets	20	20	-
HRD/Income Security	4	4	-
HRD/Medicare and Medicaid Programs	14	14	-
HRD/Health Direct Delivery	10	10	-
HRD/Public Health/National Health Issues	4	4	-
HRD/Education and Employment	4	4	-
RCED/Natural Resources Management	5	5	-
RCED/Transportation	22	22	-
RCED/Food and Agriculture	9	9	-
TOTAL ALL RESOURCES	342	342	-

[1] This represents the authorized average positions approved by the Committee.

	AVERAGE POSITIONS		
	FY 1990[1]	FY 1991	Change
OTHER DIVISION CONTRIBUTIONS TO IMTEC LED ISSUE AREAS/AREAS OF INTEREST	-	-	-
IMTEC ORGANIZATIONAL RESPONSIBILITY	342	342	-
Average Positions Used by Regions	133	133	-
IMTEC Headquarters Average Positions	209	209	-
TOTAL	342	342	-

[1] This represents the authorized average positions approved by the Committee.

Schedule A-1

PROGRAM EVALUATION AND METHODOLOGY DIVISION
Summary by Object Class
(Dollar amounts in thousands)

Categories	1989 Actual		1990 Revised Estimate[1]		1991 Estimate		Net Change 1990 to 1991	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
Breakdown by Object Class:								
11 Personnel Compensation	101	$4,446	93	$4,401	93	$4,820	-	+$419
12 Personnel Benefits		878		740		858		+ 118
21 Travel and Transportation		157		168		220		+ 52
25 Other Services		134		164		187		+ 23
26 Supplies and Materials		9		11		13		+ 2
31 Equipment		2		4		12		+ 8
Total	101	$5,646	93	$5,488	93	$6,110	-	+$622

[1] Reflects reductions pursuant to P.L. 99-177 and P.L. 101-164.

Schedule B-1

PROGRAM EVALUATION AND METHODOLOGY DIVISION
Analysis of Change 1990 to 1991
By Object Class
(Dollar amounts in thousands)

Categories	Mandatory Pay And Related Costs	Price Level Changes	Program Changes			Total Changes
			Legislation	Workload	Equipment, Alterations, Maintenance, Repairs, etc.	
	Amount	Amount	Amount	Amount	Amount	Amount
Breakdown By Object Class:						
11 Personnel Compensation	+390			+29		+419
12 Personnel Benefits	+118					+118
21 Travel		+15		+37		+ 52
25 Other Services		+ 8		+15		+ 23
26 Supplies and Materials		+ 1		+ 1		+ 2
31 Equipment					+8	+ 8
Total	+508	+24		+82	+8	+622

Schedule C-1

PROGRAM EVALUATION AND METHODOLOGY DIVISION
Detailed Analysis of Change by Organization
(Dollar amounts in thousands)

	Calculation of Base	
	Staff	Amount
Budget Base, 1990	93	5,501
	1991 Request	
	Staff	Amount
I. Adjustments to Base		
A. Mandatory Pay and Related Costs		+ 508
1. Annualization of FY 1990 Salaries		+ 74
2. Ingrade Increases		+ 87
3. Promotions		+ 56
4. Executive Pay Raise		+ 97
5. Civilian Pay Raise		+ 58
6. Extra Day		+ 18
7. Personnel Benefits		+ 118
B. Price Level Changes		+ 24
1. Travel		+ 15
2. Training		+ 1
3. Contract Services		+ 7
4. Supplies and Materials		+ 1
C. Program Type Changes		-
1. Legislation		
2. Workload		-
a. Staff Level Increases		
b. Other Program Enhancements		+ 82
(1) Positions Other Than Permanent		+ 29
(2) Travel		+ 37
(3) Training		+ 5
(4) Contract Services		+ 10
(5) Supplies and Materials		+ 1
D. Equipment, Alterations, Maintenance, Repairs, Etc.		
1. Furniture and Equipment		+ 8
II. Net Increase/Decrease Requested		+ 622
III. Total Allocation, 1991	95	6,110

PROGRAM EVALUATION AND METHODOLOGY DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollar amounts in thousands)

A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
1. Annualization of FY 1990 Salaries Increase is for the annualization of ingrade increases, which are paid in accordance with 5 USC ((5335 and 5343, for promotions that will be granted in FY 1990, and for 3-month annualization of the January 1990 pay raise.		+ 74
2. Ingrade Increases This amount covers the payment of ingrade increases for FY 1991, which are determined based upon satisfactory performance within the grade level of appointment over a specific period of time. Also included is funding for first-time payments of permanent pay increases for evaluators and evaluator-related staff covered by the new Pay-for-Performance (PFP) System.		+ 87
3. Promotions This amount covers the estimated cost of promotions to be granted during FY 1991, based on performance in career ladder positions, the annual assessment process, and/or competitive selections.		+ 56
4. Executive Pay Raise This amount funds the pay raise for executives authorized by the Ethics Reform Act of 1989 (P.L. 101-194).		+ 97
5. Civilian Pay Raise This amount funds 50 percent of the anticipated January 1991 civilian pay raise of 3.5 percent.		+ 58
6. Extra Day This amount funds the extra day in fiscal year 1991.		+ 18
7. Personnel Benefits This figure represents the increases of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and Social Security taxable wage base, for increases resulting from annualization of and greater participation in the FERS retirement system, and for annualization of the rate changes in the Federal Employees Health Benefits Program.		+ 118

PROGRAM EVALUATION AND METHODOLOGY DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollar amounts in thousands)

	Staff	Amount
B. PRICE LEVEL CHANGES		
1. Travel This amount represents the average expected increases in the costs of travel. Most contract airfares are changed semiannually. Also, the General Services Administration increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.		+ 15
2. Training This amount will provide for increases in the costs of courses provided by OPM and other vendors.		+ 1
3. Contract Services This amount will provide for increases in the cost of assistance on audit and evaluation work.		+ 7
4. Supplies and Materials This amount will cover rate increases for subscriptions and other publications used in maintaining knowledge of technical, methodological issues that abound in the division's audit work.		+ 1
C. PROGRAM TYPE CHANGES		
2. Workload		
b. Other Program Enhancements		
(1) Positions Other Than Permanent This increase funds additional usage of consultants/experts needed for our audit and evaluation work.		+ 29
(2) Travel The additional funds will be used for travel associated with greater usage of consultants, greater numbers attending external training courses, and greater numbers of job assignments in variation analysis of health care utilization and costs for particular health care programs.		+ 37

PROGRAM EVALUATION AND METHODOLOGY DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollar amounts in thousands)

C. PROGRAM TYPE CHANGES (continued)	Staff	Amount
b. Other Program Enhancements (continued)		
(3) Training Additional funds are requested for training related to current jobs and planned new assignments for employee development in areas such as research design and analysis, data analyses and research, risk analysis and testing and evaluation methods, which are subjects that are crucial to the work of the division.		+ 5
(4) Contract Services Additional funds for contractual services are based on current and planned assignments. Some examples are PEMD Advisory Council, PEMD technical seminar series, and consultants to assist PEMD staff in the development of methodologies to be used in GAO reports.		+ 10
(5) Supplies and Materials This increase will permit purchase of office supplies and subscriptions to periodicals needed to keep PEMD staff abreast of technological advancements and the latest innovative techniques and management initiatives introduced in both the public and private sectors in the program evaluation and methodology issue area.		+ 1
D. EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC		
1. Furniture and Equipment This increase will fund needed replacement of worn-out equipment and furniture.		+ 8

PEND PRODUCTS ISSUED IN FY 1989, FY 1990 AND FY 1991 BY PRODUCT TYPE [1]

Products	1989 Actual	1990 Estimate	1991 Estimate
A. Congressional			
--Briefing Reports	6	6	7
--Facts Sheets	3	3	4
--Letter Reports	8	8	8
--Chapter Reports	10	10	10
B. Agency & Other			
--Letter Reports	2	2	2
--Chapter Reports	-	-	-
TOTAL	29	29	31
C. Testimony	4	5	7
D. Other	-	-	-
GRAND TOTAL	33	34	38

[1] GAO produces many things that could be considered agency products. The products listed here are considered our principal ones.

Schedule E-1

PROGRAM EVALUATION AND METHODOLOGY DIVISION
(Dollar amounts in thousands)

Classification	Number of Employees			Amount		
	1989	1990 REV	1991	1989	1990 REV	1991
Staff Ceiling 1/ (Total average positions)	101	93	93	4,424	4,361	4,751
11.1 Full-Time Permanent 2/						
Full-Time Permanent	98	94	94	4,392	4,329	4,716
Full-Time Temporary	-	-	-	-	-	-
Part-Time Permanent	-	1	1	32	32	35
11.3 Other Than Full-Time Permanent 3/						
Expert/Consultant	25	25	35	38	35	64
Other Temporary	-	-	-	-	-	-
Summer Hire	-	-	-	-	-	-
Co-op	-	-	-	-	-	-
11.5 Other Personnel Compensation	-	-	-	4	5	5
25.0 Other Services (Contracts for on-site personal services) 4/	-	-	-	-	-	-

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent our actual usage for fiscal year 1989, the Committee-approved level for fiscal year 1990, and our requested level for fiscal year 1991.

2/ These numbers reflect "Total Employees on Board" at a particular point in time and they do not directly relate to the Staff Ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees we will have in these programs during the year. A large number of them will only work for portions of the year. Some will only work for a few days.

4/ Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency work space) for six months or more during a twelve month period.

PROGRAM EVALUATION AND METHODOLOGY DIVISION

The Program Evaluation and Methodology Division (PEMD) promotes program evaluation objectives within GAO and throughout the federal government. The division conducts complex and innovative program evaluations that contribute to congressional and national debate on major issues and that complement the planned work of other GAO divisions; recruits and maintains a pool of technical and methodological experts both for the PEMD and, via personnel transfers, other divisions; and provides the focus for GAO methodological responsibilities under Title VII of the Congressional Budget and Impoundment Control Act of 1974. The division also conducts joint projects with other GAO units dealing with such matters as the development of program evaluation standards and the design of GAO-wide methodological training programs, and develops and transfers evaluation methods that advance the frontiers of program evaluation within and outside GAO.

The following summary shows the total agency average positions planned to meet PEMD responsibilities during fiscal years 1990 and 1991.

	AVERAGE POSITIONS		
ISSUE AREAS/AREAS OF INTEREST LED BY PEMD	FY 1990[1]	FY 1991	Change
Program Evaluation and Methodology	92	92	-
Non-Issue Area Work	2	2	-
Director's Office and Support	21	21	-
TOTAL PEMD ISSUE AREA RESPONSIBILITY	115	115	-
PEMD ASSIST WORK IN OTHER ISSUE AREAS	-	-	-
TOTAL ALL RESOURCES	115	115	-
OTHER DIVISIONS' CONTRIBUTIONS TO PEMD LED ISSUE AREAS/AREAS OF INTEREST	-	-	-
PEMD ORGANIZATIONAL RESPONSIBILITY	115	115	-
Average Positions Used by Regions	22	22	-
PEMD Headquarters Average Positions	93	93	-
TOTAL	115	115	-

[1] This represents the authorized average positions approved by the Committee.

Schedule A-1

OFFICE OF THE CHIEF ECONOMIST
Summary by Object Class
(Dollar amounts in thousands)

Categories	1989 Actual		1990 Revised Estimate[1]		1991 Estimate		Net Change 1990 to 1991	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
Breakdown by Object Class:								
11 Personnel Compensation	14	$671	16	$ 853	16	$ 949	-	+$ 96
12 Personnel Benefits		143		139		164		+ 25
21 Travel and Transportation		7		9		13		+ 4
25 Other Services		1		2		2		-
26 Supplies and Materials		4		5		5		-
31 Equipment		4		1		1		-
Total	14	$832	16	$1,009	16	$1,134	-	+$125

[1] Reflects reductions pursuant to P.L. 99-177 and P.L. 101-164.

Schedule K-1

OFFICE OF CHIEF ECONOMIST
Analysis of Change 1990 to 1991
By Object Class
(Dollar amounts in thousands)

Categories	Mandatory Pay And Related Costs	Price Level Changes	Program Changes			Total Changes
			Legislation	Workload	Equipment, Alterations, Maintenance, Repairs, etc.	
	Amount	Amount	Amount	Amount	Amount	Amount
Breakdown By Object Class:						
11 Personnel Compensation	+ 89			+ 7		+ 96
12 Personnel Benefits	+ 25					+ 25
21 Travel		+1		+ 3		+ 4
26 Supplies and Materials						
31 Equipment						
Total	+114	+1	-	+10		+125

Schedule C-1

OFFICE OF THE CHIEF ECONOMIST
Detailed Analysis of Change by Organization
(Dollar amounts in thousands)

	Calculation of Base	
	Staff	Amount
Budget Base, 1990	16	1,009
	1991 Request	
I. Adjustments to Base	Staff	Amount
A. Mandatory Pay and Related Costs		+ 114
1. Annualization of FY 1990 Salaries		+ 12
2. Ingrade Increases		+ 16
3. Promotions		+ 9
4. Executive Pay Raise		+ 38
5. Civilian Pay Raise		+ 11
6. Extra Day		+ 3
7. Personnel Benefits		+ 25
B. Price Level Changes		
1. Travel		+ 1
C. Program Type Changes		
1. Legislation		-
2. Workload		
a. Staff Level Increases		-
b. Other Program Enhancements		+ 10
(1) Positions Other Than Permanent		+ 7
(2) Travel		+ 3
D. Equipment, Alterations, Maintenance, Repairs, Etc.		-
II. Net Increase/Decrease Requested		+ 125
III. Total Allocation, 1991	16	1,134

OFFICE OF THE CHIEF ECONOMIST

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollar amounts in thousands)		
A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
1. Annualization of FY 1990 Salaries Increase is for the annualization of ingrade increases, which are paid in accordance with 5 USC ((5335 and 5343, for promotions that will be granted in FY 1990, and for 3-month annualization of the January 1990 pay raise.		+ 12
2. Ingrade Increases The amount covers the payment of ingrade increases for FY 1991, which are determined based upon satisfactory performance within the grade level of appointment over a specific period of time. Also included is funding for first-time payments of permanent pay increase for evaluator and evaluator-related staff covered by the new Pay-for-Performance (PFP) System.		+ 16
3. Promotions This amount covers the estimated cost payment of promotions to be granted during FY 1991, based on performance in career ladder positions, the annual assessment process, and/or competitive selection.		+ 9
4. Executive Pay Raise This amount funds the pay raise for executives authorized by the Ethics Reform Act of 1989 (P.L. 101-194).		+ 38
5. Civilian Pay Raise This amount funds 50 percent of the anticipated January 1991 civilian pay raise of 3.5 percent.		+ 11
6. Extra Day This amount funds the extra day in fiscal year 1991.		+ 3

OFFICE OF THE CHIEF ECONOMIST

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollar amounts in thousands)

	Staff	Amount
A. MANDATORY PAY AND RELATED COSTS (continued)		
7. Personnel Benefits This figure represents the increases of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and Social Security taxable wage base, for increases resulting from annualization of and greater participation in the FERS retirement system, and for annualization of rate changes in the Federal Employees Health Benefits Program.		+ 25
B. PRICE LEVEL CHANGES		
1. Travel This amount represents the average expected increases in the costs of travel. Most contract airfares are changed semiannually. Also, the General Services Administration increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.		+ 1
C. PROGRAM TYPE CHANGES		
2. Workload		
b. Other Program Enhancements		
(1) Positions Other Than Permanent This increase funds additional usage of consultants/experts needed for OCE's economic analysis work performed in support of GAO audit and evaluation assignments.		+ 7
(2) Travel This increase will permit more travel by the economists in support of agency work.		+ 3

OCE PRODUCTS ISSUED IN FY 1989, FY 1990 AND FY 1991 BY PRODUCT TYPE [1]

Products	1989 Actual	1990 Estimate	1991 Estimate
A. Congressional			
--Briefing Reports	-	-	-
--Facts Sheets	-	-	-
--Letter Reports	-	-	-
--Chapter Reports	-	-	-
B. Agency & Other			
--Letter Reports	1	1	-
--Chapter Reports	-	-	-
TOTAL	1	1	-
C. Testimony	-	-	-
D. Other	-	-	-
GRAND TOTAL	1	1	-

[1] GAO produces many things that could be considered agency products. The products listed here are considered our principal ones.

BEST AVAI

hedule E-1

OFFICE OF THE CHIEF ECONOMIST
(Dollar amounts in thousands)

Classification	Number of Employees			Amount		
	1989	1990 REV	1991	1989	1990 REV	1991
Staff Ceiling 1/ (Total average positions)	14	16	16	656	822	911
11.1 Full-Time Permanent 2/						
Full-Time Permanent	15	16	16	630	789	874
Full-Time Temporary	1	1	1	26	33	37
Part-Time Permanent	-	-	-	-	-	-
11.3 Other Than Full-Time Permanent 3/						
Expert/Consultant	5	8	8	1	8	15
Other Temporary	1	1	1	7	12	12
Summer Hire	1	2	2	2	6	6
Co-op	1	2	2	5	5	5
11.5 Other Personnel Compensation	-	-	-	-	-	-
25.0 Other Services (Contracts for on-site personal services) 4/	-	-	-	-	-	-

ery year Congress approves a staff ceiling for GAO. The figures shown here represent our actual usage r fiscal year 1989, the Committee-approved level for fiscal year 1990, and our requested level for fisca ar 1991.

ese numbers reflect "Total Employees on Board" at a particular point in time and they do not directly iate to the Staff Ceiling number, which represents average employment for the entire fiscal year.

presents the actual and estimated total number of employees we will have in these programs during the ar. A large number of them will only work for portions of the year. Some will only work for a few days.

cludes employees, whose services are obtained under contract with an individual or an organization, rforming on-site services (in agency work space) for six months or more during a twelve month period.

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OFFICE OF THE CHIEF ECONOMIST

The Office of the Chief Economist (OCE) provides advice and guidance to the Office of the Comptroller General on economic matters and helps assure the quality of economic analysis work undertaken throughout GAO by providing technical assistance on individual assignments, reviewing draft products, and assisting in long-term efforts to increase GAO's economic analysis capabilities. OCE helps resolve economic issues that arise in the planning, implementation, and reporting of GAO assignments and undertakes independent assignments on a highly selective basis. OCE also has a leadership role in providing economics training in GAO.

The following summary shows the total agency average positions planned to meet OCE responsibilities during fiscal years 1990 and 1991.

	AVERAGE POSITIONS		
	FY 1990[1]	FY 1991	Change
TOTAL OCE RESPONSIBILITY	16	16	-
Average Positions Used by Regions	-	-	-
OCE Headquarters Average Positions	16	16	-
TOTAL	16	16	-

[1] This represents the authorized average positions approved by the Committee.

Schedule A-1

OFFICE OF THE GENERAL COUNSEL
Summary by Object Class
(Dollar amounts in thousands)

Categories	1989 Actual		1990 Revised Estimate[1]		1991 Estimate		Net Change 1990 to 1991	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
Breakdown by Object Class:								
11 Personnel Compensation	224	$10,310	216	$10,570	216	$11,588	-	+$1,018
12 Personnel Benefits		1,554		1,762		2,063		+ 301
21 Travel and Transportation		74		82		113		+ 31
23 Rent, Communications & Utilities		1		1		1		-
25 Other Services		148		197		604		+ 407
26 Supplies and Materials		49		58		61		+ 3
31 Equipment		8		5		9		+ 4
Total	224	$12,144	216	$12,675	216	$14,439	-	+$1,764

[1] Reflects reductions pursuant to P.L. 99-177 and P.L. 101-164.

Schedule B-1

OFFICE OF THE GENERAL COUNSEL
Analysis of Change 1990 to 1991
By Object Class
(Dollar amounts in thousands)

Categories	Mandatory Pay And Related Costs	Price Level Changes	Program Changes			Total Changes
			Legislation	Workload	Equipment, Alterations, Maintenance, Repairs, etc.	
	Amount	Amount	Amount	Amount	Amount	Amount
Breakdown By Object Class:						
11 Personnel Compensation	+1,018					+1,018
12 Personnel Benefits	+ 301					+ 301
21 Travel		+ 7		+ 24		+ 31
25 Other Services		+10		+397		+ 407
26 Supplies and Materials		+ 3				+ 3
31 Equipment					+4	+ 4
Total	+1,319	+20	-	+421	+4	+1,764

Schedule C-1

OFFICE OF THE GENERAL COUNSEL
Detailed Analysis of Change by Organization
(Dollar amounts in thousands)

	Calculation of Base	
	Staff	Amount
Budget Base, 1990	216	12,675
	1991 Request	
1. Adjustments to Base	Staff	Amount
A. Mandatory Pay and Related Costs		+ 1,319
1. Annualization of FY 1990 Salaries		+ 243
2. Ingrade Increases		+ 209
3. Promotions		+ 135
4. Executive Pay Raise		+ 246
5. Civilian Pay Raise		+ 140
6. Extra Day		+ 43
7. Positions Other Than Permanent		+ 2
8. Personnel Benefits		+ 301
B. Price Level Changes		+ 20
1. Travel		+ 7
2. Training		+ 2
3. Contract Services		+ 8
4. Supplies and Materials		+ 3
C. Program Type Changes		
1. Legislation		-
2. Workload		
a. Staff Level Increases		
b. Other Program Enhancements		+ 421
(1) Travel		+ 24
(2) Training		+ 15
(3) Contract Services		+ 382

Schedule C-1

OFFICE OF THE GENERAL COUNSEL
Detailed Analysis of Change by Organization
(Dollar amounts in thousands)

	1991 Request	
	Staff	Amount
D. Equipment, Alterations, Maintenance, Repairs, Etc.		
1. Furniture and Equipment		+ 4
II. Net Increase/Decrease Requested		+ 1,764
III. Total Allocation, 1991	216	14,439

OFFICE OF THE GENERAL COUNSEL

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollar amounts in thousands)

A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
1. Annualization of FY 1990 Salaries Increase is for the annualization of ingrade increases, which are paid in accordance with 5 USC ((5335 and 5343, for promotions that will be granted in FY 1990, and for 3-month annualization of the January 1990 pay raise.		+ 243
2. Ingrade Increases The amount covers the payment of ingrade increases for FY 1991, which are determined based upon satisfactory performance within the grade level of appointment over a specific period of time. Also included is funding for first-time payments of permanent pay increases for evaluator and evaluator-related staff covered by the new Pay-for-Performance (PFP) System.		+ 209
3. Promotions This amount covers the estimated cost of promotions to be granted during FY 1991, based on performance in career ladder positions, the annual assessment process, and/or competitive selection.		+ 135
4. Executive Pay Raise This amount funds the pay raise for executives authorized by the Ethics Reform Act of 1989 (P.L. 101-194).		+ 246
5. Civilian Pay Raise This amount funds 50 percent of the anticipated January 1991 civilian pay raise of 3.5 percent.		+ 140
6. Extra Day This amount funds the extra day in fiscal year 1991.		+ 43
7. Positions Other Than Permanent Increase is for annualization of January 1990 pay raise.		+ 2

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OFFICE OF THE GENERAL COUNSEL

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollar amounts in thousands)		
A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
8. Personnel Benefits This figure represents the increases of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and Social Security taxable wage base, for increases resulting from annualization of and greater participation in the FERS retirement system, and for annualization of rate changes in the Federal Employees Health Benefits Program.		+ 301
B. PRICE LEVEL CHANGES		
1. Travel This amount represents the average expected increases in the costs of travel. Most contract airfares are changed semiannually. Also, the General Services Administration increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.		+ 7
2. Training This amount will provide for increases in the costs of courses provided by OPM and other vendors.		+ 2
3. Contract Services This funding will meet increases in costs of court reporting services due to the revision in later half of FY 1990 in the Bid Protest Regulations, which will increase the length of hearings conducted.		+ 8
4. Supplies and Materials This level covers the increases for subscriptions to periodicals and other legal reference materials.		+ 3

OFFICE OF THE GENERAL COUNSEL

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollar amounts in thousands)

C. PROGRAM TYPE CHANGES	Staff	Amount
2. Workload		
b. Other Program Enhancements		
(1) Travel This level will fund increased travel required for cases in litigation and for training.		+ 24
(2) Training This increase is needed to ensure that OGC attorneys keep abreast of current legal developments, to provide training in the substantive issue areas of GAO's divisions as a result of OGC's reorganization in FY 1989, and to provide training to the Technical Assistance Group to support increasing computer network operations.		+ 15
(3) Contract Services Most of this increase is for the preservation of GAO's legal files and original manuscript records so that these resources can be used for research in future years. These funds will also meet the need for outside legal opinion and technical assistance in rendering decisions on the legality of federal agency activities or legal implications of GAO's personnel system.		+ 382
D. EQUIPMENT, ALTERNATIONS, MAINTENANCE, REPAIRS, ETC.		
1. Furniture and Equipment This increase will allow for limited replacement of furniture and broken equipment.		+ 4

OGC PRODUCTS ISSUED IN FY 1989, FY 1990 AND FY 1991 BY PRODUCT TYPE [1]

Products	1989 Actual	1990 Estimate	1991 Estimate
A. Congressional			
--Briefing Reports	-	-	-
--Facts Sheets	-	-	-
--Letter Reports	6	6	6
--Chapter Reports	-	-	-
B. Agency & Other			
--Letter Reports	-	-	-
--Chapter Reports	-	-	-
TOTAL	6	6	6
C. Testimony	2	3	5
D. Legal Decisions and Advice	5,838	6,015	6,075
E. Legal Opinions and Interpretations for the Congress	232	225	235
F. Bill Comments	48	40	45
G. Other	-	-	-
GRAND TOTAL	6,126	6,289	6,366

[1] GAO produces many things that could be considered agency products. The products listed here are considered our principal ones.

Schedule E-1

OFFICE OF THE GENERAL COUNSEL
(Dollar amounts in thousands)

Classification	Number of Employees			Amount		
	1989	1990 REV	1991	1989	1990 REV	1991
Staff Ceiling 1/ (Total average positions)	224	216	216	10,108	10,403	11,419
11.1 Full-Time Permanent 2/						
Full-Time Permanent	218	222	222	10,000	10,292	11,297
Full-Time Temporary	-	-	-	-	-	-
Part-Time Permanent	14	14	14	108	111	122
11.3 Other Than Full-Time Permanent 3/						
Expert/Consultant	-	-	-	-	-	-
Other Temporary	25	24	28	199	164	166
Summer Hire	-	-	-	-	-	-
Co-op	-	-	-	-	-	-
11.5 Other Personnel Compensation	-	-	-	3	3	3
25.0 Other Services (Contracts for on-site personal services) 4/	-	-	-	-	-	-

1/ Every year Congress approves a staff ceiling for EAD. The figures shown here represent our actual usage for fiscal year 1989, the Committee-approved level for fiscal year 1990, and our requested level for fiscal year 1991.

2/ These numbers reflect "Total Employees on Board" at a particular point in time and they do not directly relate to the Staff Ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees we will have in these programs during the year. A large number of them will only work for portions of the year. Some will only work for a few days.

4/ Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency work space) for six months or more during a twelve month period.

OFFICE OF THE GENERAL COUNSEL

The Office of the General Counsel (OGC) provides legal services to the Comptroller General and GAO staff. Some of its principal responsibilities are to provide advice on legal issues that arise during GAO's audits and evaluations; help prepare Controller General reports, congressional testimony, and other materials for congressional, legislative and oversight activities; and to provide support to the Comptroller General when GAO is involved in litigation. The Office also prepares Comptroller General decisions and opinions. Some decisions and opinions advise congressional committees and Members on the legality of federal agency activities or the legal implications of legislative proposals before the Congress. Others resolve protests from bidders for government contracts alleging that a contract has been or is about to be improperly awarded to another bidder; GAO's expertise in this area is widely recognized by government agencies, contractors, and the federal courts. Still other decisions and opinions interpret the laws governing public expenditures as guidance for government agencies.

The following summary shows the total agency average positions planned to meet OGC responsibilities during fiscal years 1990 and 1991.

	AVERAGE POSITIONS		
	FY 1990[1]	FY 1991	Change
TOTAL OGC RESPONSIBILITY	216	216	-
Average Positions Used by Regions	-	-	-
OGC Headquarters Average Positions	216	216	-
TOTAL	216	216	-

[1] This represents the authorized average positions approved by the Committee.

Schedule A-1

OFFICE OF SPECIAL INVESTIGATIONS
Summary by Object Class
(Dollar amounts in thousands)

Categories	1989 Actual		1990 Revised Estimate[1]		1991 Estimate		Net Change 1990 to 1991	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
Breakdown by Object Class:								
11 Personnel Compensation	39	$2,075	37	$2,116	37	$2,286	-	+$170
12 Personnel Benefits		277		353		406		+ 53
21 Travel and Transportation		161		210		245		+ 35
25 Other Services		17		21		32		+ 11
26 Supplies and Materials		5		7		7		-
31 Equipment		2		1		3		+ 2
Total	39	$2,537	37	$2,708	37	$2,979	-	+$271

[1] Reflects reductions pursuant to P.L. 99-177 and P.L. 101-164.

Schedule B-1

OFFICE OF SPECIAL INVESTIGATIONS
Analysis of Change 1990 to 1991
By Object Class
(Dollar amounts in thousands)

Categories	Mandatory Pay And Related Costs	Price Level Changes	Program Changes			Total Changes
			Legislation	Workload	Equipment, Alterations, Maintenance, Repairs, etc.	
	Amount	Amount	Amount	Amount	Amount	Amount
Breakdown By Object Class:						
11 Personnel Compensation	+165			+ 5		+170
12 Personnel Benefits	+ 53					+ 53
21 Travel		+18		+17		+ 35
25 Other Services		+ 1		+10		+ 11
26 Supplies and Materials						
31 Equipment					+2	+ 2
Total	+218	+19	-	+32	+ 2	+271

Schedule C-1

OFFICE OF SPECIAL INVESTIGATIONS
Detailed Analysis of Change by Organization
(Dollar amounts in thousands)

	Calculation of Base	
	Staff	Amount
Budget Base, 1990	37	2,708
	1991 Request	
I. Adjustments to Base	Staff	Amount
A. Mandatory Pay and Related Costs		+ 218
1. Annualization of FY 1990 Salaries		+ 40
2. Ingrade Increases		+ 45
3. Promotions		+ 24
4. Executive Pay Raise		+ 19
5. Civilian Pay Raise		+ 28
6. Extra Day		+ 9
7. Personnel Benefits		+ 53
B. Price Level Changes		+ 19
1. Travel		+ 18
2. Training		+ 1
C. Program Type Changes		
1. Legislation		-
2. Workload		
a. Staff Level Increases		
b. Other Program Enhancements		+ 32
(1) Positions Other Than Permanent		+ 5
(2) Travel		+ 17
(3) Training		+ 1
(4) Contract Services		+ 9
D. Equipment, Alterations, Maintenance, Repairs, Etc.		
1. Furniture and Equipment		+ 2
II. Net Increase/Decrease Requested		+ 271
III. Total Allocation, 1991	37	2,979

OFFICE OF SPECIAL INVESTIGATIONS

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollar amounts in thousands)

A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
1. Annualization of FY 1990 Salaries Increase is for the annualization of ingrade increases, which are paid in accordance with 5 USC ((5335 and 5343, for promotions that will be granted in FY 1990, and for 3-month annualization of the January 1990 pay raise.		+ 40
2. Ingrade Increases The amount covers the payment of ingrade increases for FY 1991, which are determined based upon satisfactory performance within the grade level of appointment over a specific period of time. Also included is funding for first-time payments of permanent pay increase for evaluator and evaluator-related staff covered by the new Pay-for-Performance (PFP) System.		+ 45
3. Promotions This amount covers the estimated cost of promotions to be granted during FY 1991, based on performance in career ladder positions, the annual assessment process, and/or competitive selection.		+ 24
4. Executive Pay Raise This amount funds the pay raise for executives authorized by the Ethics Reform Act of 1989 (P.L. 101-194).		+ 19
5. Civilian Pay Raise This amount funds 50 percent of the anticipated January 1991 civilian pay raise of 3.5 percent.		+ 28
6. Extra Day This amount funds the extra day in fiscal year 1991.		+ 9

OFFICE OF SPECIAL INVESTIGATIONS

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollar amounts in thousands)		
A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
7. Personnel Benefits This figure represents the increases of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and Social Security taxable wage base, for increases resulting from annualization of and greater participation in the FERS retirement system, and for annualization of rate changes in the Federal Employees Health Benefits Program.		+ 53
B. PRICE LEVEL CHANGES		
1. Travel This amount represents the average expected increases in the costs of travel. Most contract airfares are changed semiannually. Also, the General Services Administration increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.		+ 18
2. Training This amount will provide for increases in the costs of courses provided by OPM and other vendors.		+ 1
C. PROGRAM TYPE CHANGES		
2. Workload		
b. Other Program Enhancements		
(1) Positions Other Than Permanent This increase funds additional usage of consultants/experts needed for investigative work.		+ 5
(2) Travel The requested increase will permit more travel of investigators and their supervisors for surveillance, fact gathering, etc., in connection with cases.		+ 17

OFFICE OF SPECIAL INVESTIGATIONS

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollar amounts in thousands)		
C. PROGRAM TYPE CHANGES (continued)	Staff	Amount
2. Workload		
b. Other Program Enhancements (continued)		
(3) Training This increase is needed for training aimed at sharpening investigative skills of staff.		+ 1
(4) Contract Services The requested increase will permit procurement of contractual assistance in support of OSI investigations.		+ 9
D. EQUIPMENT, ALTERNATIONS, MAINTENANCE, REPAIRS, ETC.		
1. Furniture and Equipment This increase will fund replacement of worn-out or broken furniture and equipment.		+ 2

OSI PRODUCTS ISSUED IN FY 1989, FY 1990 AND FY 1991 BY PRODUCT TYPE [1]

Products	1989 Actual	1990 Estimate	1991 Estimate
A. Congressional			
--Briefing Reports	-	-	-
--Facts Sheets	-	-	-
--Letter Reports	17	19	19
--Chapter Reports	1	1	1
B. Agency & Other			
--Letter Reports	-	-	-
--Chapter Reports	1	1	1
TOTAL	19	21	21
C. Testimony	-	-	-
D. Other [2]	60	65	70
GRAND TOTAL	79	86	91

[1] GAO produces many things that could be considered agency products. The products listed here are considered our principal ones.

[2] This category includes reports and briefings to GAO divisions and offices, congressional offices and federal agencies not otherwise reported above and referrals to law enforcement agencies.

Schedule E-1

OFFICE OF SPECIAL INVESTIGATIONS
(Dollar amounts in thousands)

Classification	Number of Employees			Amount		
	1989	1990 REV	1991	1989	1990 REV	1991
Staff Ceiling 1/ (Total average positions)	39	37	37	2,053	2,081	2,246
11.1 Full-Time Permanent 2/						
Full-Time Permanent	40	38	38	2,053	2,081	2,246
Full-Time Temporary	-	-	-	-	-	-
Part-Time Permanent	-	-	-	-	-	-
11.3 Other Than Full-Time Permanent 3/						
Expert/Consultant	2	2	2	5	5	10
Other Temporary	4	1	1	14	17	17
Summer Hire	-	-	-	-	-	-
Co-op	-	1	1	-	8	8
11.5 Other Personnel Compensation	-	-	-	3	5	5
25.0 Other Services (Contracts for on-site personal services) 4/	-	-	-	-	-	-

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent our actual usage for fiscal year 1989, the Committee-approved level for fiscal year 1990, and our requested level for fiscal year 1991.

2/ These numbers reflect "Total Employees on Board" at a particular point in time and they do not directly relate to the Staff Ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees we will have in these programs during the year. A large number of them will only work for portions of the year. Some will only work for a few days.

4/ Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency work space) for six months or more during a twelve month period.

OFFICE OF SPECIAL INVESTIGATIONS

The Office of Special Investigations (OSI) investigates matters approved for investigation by the Comptroller General involving allegations of fraud and abuse in government programs, activities, and functions, or requiring advanced technical or investigative skills and expertise. Through its investigative work and operation of the GAO Fraud Hotline, OSI provides an organizational distinction between investigations and audits or evaluations of agency programs and systems. Requests for investigations originating from Committees, Committee Chairs, Members, and the Comptroller General typically involve matters related to (1) conflicts of interest, (2) ethics violations, (3) contract and procurement improprieties, and (4) administration of justice issues. OSI serves as the focal point within GAO for fraud detection and referral, participates in the development and presentation of fraud awareness training courses, serves in a liaison role between GAO elements and the law enforcement community, and reviews and comments on GAO policy involving investigative matters and techniques.

The following summary shows the total agency average positions planned to meet OSI responsibilities during fiscal years 1990 and 1991.

	AVERAGE POSITIONS		
	FY 1990[1]	FY 1991	Change
TOTAL INVESTIGATIONS RESPONSIBILITY	37	37	-
Average Positions Used by Regions Investigations Headquarters Average Positions	-	-	-
	37	37	-
TOTAL	37	37	-

FY 1989 Accomplishments

OSI's investigative work in fiscal year 1989 stemmed from requests that OSI investigate, among other things, nontraditional organized crime activities; alleged irregularities in procurement and accountability of property at a Veterans Administration Medical center; and alleged procurement improprieties and conflict of interest violations in a National Academy of Sciences' program. Major categories of work to which resources were devoted in fiscal year 1989 include conflict of interest and ethics violations, contract and procurement improprieties, national security matters, and administration of justice issues.

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[1] This represents the authorized average positions approved by the Committee.

During fiscal year 1989, OSI completed 49 investigations, issuing 19 reports and conducting 11 closeout briefings. OSI investigations provided direct assistance to others--to GAO operating divisions and to Congress, including assistance in the impeachment processes for former federal judges Alcee Hastings and Walter Nixon. In addition, OSI has referred evidence and leads developed during the course of several of its investigations to agencies for further review.

Since its operational inception in January 1987, the investigations section of OSI has initiated 103 investigations and provided assistance to GAO divisions and offices in connection with 27 other matters.

OSI received 3,400 calls through the GAO Fraud Hotline in fiscal year 1989. Callers with recipient fraud allegations were referred to other "800" numbers to report the matter directly to the IG office of the agency involved. The Hotline determined that 321 of the remaining allegations received were substantive and forwarded them to the appropriate agency IG for resolution. Seventeen cases remained with OSI for investigation or review. Also, during fiscal year 1989, the hotline received and handled seven formal congressional requests and numerous informal requests.

Schedule A-1

REGIONAL AND OVERSEAS OFFICES
Summary by Object Class
(Dollar amounts in thousands)

Categories	1989 Actual		1990 Revised Estimate[1]		1991 Estimate		Net Change 1990 to 1991	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
Breakdown by Object Class:								
11 Personnel Compensation	1,795	$72,000	1,810	$75,666	1,810	$82,182		+ $6,516
12 Personnel Benefits		12,021		13,364		15,423		+ 2,059
21 Travel and Transportation		11,270		11,330		13,569		+ 2,239
23 Rent, Communications and Utilities		6		10		17		+ 7
25 Other Services		260		302		362		+ 60
26 Supplies and Materials		278		320		346		+ 26
31 Equipment		99		49		150		+ 101
Total	1,795	$95,934	1,810	$101,041	1,810	$112,049		+$11,008

[1] Reflects reductions pursuant to P.L. 99-177 and P.L. 101-164.

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Schedule B-1

REGIONAL AND OVERSEAS OFFICES
Analysis of Change 1990 to 1991
by Object Class
(Dollar amounts in thousands)

Categories	Mandatory Pay And Related Costs	Price Level Changes	Program Changes			Total Changes
			Legislation	Workload	Equipment, Alterations, Maintenance, Repairs, etc.	
	Amount	Amount	Amount	Amount	Amount	Amount
Breakdown By Object Class:						
11 Personnel Compensation	+6,516					+ 6,516
12 Personnel Benefits	+2,059					+ 2,059
21 Travel		+ 977		+1,262		+ 2,239
23 Rent, Communications, and Utilities		+ 1			+ 6	+ 7
25 Other Services		+ 14		+ 46		+ 60
26 Supplies and Materials		+ 16		+ 10		+ 26
31 Equipment					+101	+ 101
Total	+8,575	+1,008	-	+1,318	+107	+11,008

Schedule C-1

REGIONAL AND OVERSEAS OFFICES

Detailed Analysis of Change by Organization

(Dollar amounts in thousands)

	Calculation of Base	
	Staff	Amount
Budget Base, 1990	1,810	101,041
	1991 Request	
1. Adjustments to Base	Staff	Amount
A. Mandatory Pay and Related Costs		+ 8,575
1. Annualization of FY 1990 Salaries		+ 1,560
2. Ingrade Increases		+ 1,632
3. Promotions		+ 1,058
4. Restitution of Authorized Level		+ 611
5. Executive Pay Raise		+ 325
6. Civilian Pay Raise		+ 1,011
7. Extra Day		+ 316
8. Positions Other Than Permanent		+ 3
9. Personnel Benefits		+ 2,059
B. Price Level Changes		+ 1,008
1. Travel Increase		+ 977
2. Rent, Communications, and Utilities Increase		+ 1
3. Training Increase		+ 14
4. Supplies and Materials Increase		+ 16
C. Program Type Changes		
1. Legislation		-
2. Workload		
a. Staff Level Increases		-
b. Other Program Enhancements		+ 1,318
(1) Travel		+ 1,262
(2) Training		+ 13
(3) Contract Services		+ 33
(4) Supplies and Materials		+ 10

Schedule C-1

REGIONAL AND OVERSEAS OFFICES
Detailed Analysis of Change by Organization
(Dollar amounts in thousands)

	1991 Request	
	Staff	Amount
D. Equipment, Alterations, Maintenance, Repairs, Etc.		+ 107
1. Rent, Communications, and Utilities		+ 6
2. Furniture and Equipment		+ 101
II. Net Increase/Decrease Requested		+ 11,008
III. Total Allocation, 1991	1,810	112,049

REGIONAL AND OVERSEAS OFFICES

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollar amounts in thousands)

A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
1. Annualization of FY 1990 Salaries Increase is for the annualization of ingrade increases, which are paid in accordance with 5 USC ((5335 and 5343, for promotions that will be granted in FY 1990, and for 3-month annualization of the January 1990 pay raise.		+1,560
2. Ingrade Increases This amount covers the payment of ingrade increases for 1991, which are determined based upon satisfactory performance within the grade level of appointment over a specific period of time. Also included is funding for first-time payments of permanent pay increases for evaluators and evaluator-related staff covered by the new Pay-for-Performance (PFP) System.		+1,632
3. Promotions This amount covers the estimated cost of promotions to be granted during FY 1991, based on performance in career ladder positions, the annual assessment process, and/or competitive selections.		+1,058
4. Restitution of Authorized Level This funds the 14 average positions authorized for FY 1990 that were lost due to agency absorption of January 1990 cost of living increase.		+ 611
5. Executive Pay Raise This amount funds the pay raise for executives authorized by the Ethics Reform Act of 1989 (P.L. 101-194).		+ 325
6. Civilian Pay Raise This amount funds 50 percent of the anticipated January 1991 civilian pay raise of 3.5 percent.		+1,011
7. Extra Day This amount funds the extra day in fiscal year 1991.		+ 316

REGIONAL AND OVERSEAS OFFICES

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollar amounts in thousands)		
A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
8. Positions Other Than Permanent Increase is for annualization of the January 1990 pay raise.		+ 3
9. Personnel Benefits This figure represents the increases of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and Social Security taxable wage base, for increases resulting from annualization of and greater participation in the FERS retirement system, and for annualization of rate changes in the Federal Employees Health Benefits Program.		+2,059
B. PRICE LEVEL CHANGES		
1. Travel This amount represents the average expected increases in the costs of travel. Most contract airfares are changed semiannually. Also, the General Services Administration increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.		+ 977
2. Rent, Communications, and Utilities This increase is for price level changes in rental of office equipment.		+ 1
3. Training This amount will provide for increases in the costs of courses provided by OPM and other vendors.		+ 14
4. Supplies and Materials This level covers the increases for subscriptions to periodicals and for supplies from GSA retail stores and other vendors.		+ 16

REGIONAL AND OVERSEAS OFFICES

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollar amounts in thousands)

C. PROGRAM TYPE CHANGES	Staff	Amount
2. Workload		
b. Other Program Enhancements		
(1) Travel The requested increase will permit more supervision of jobs leading to better sampling and data collection, an increase in the number of assignments undertaken, and development of products for the program and technical divisions which will enhance GAO's ability to provide more timely assistance to the Congress.		+1,262
(2) Training This increase is needed to ensure that GAO staff maintain the knowledge, skills and abilities necessary to respond to congressional requests that have limited time frames and to conduct audits and evaluations of increasingly complex government programs.		+ 13
(3) Contract Services The increases are for contract services provided by local government and non-government vendors for administrative support services such as photo reproduction labor and receiving services associated with the delivery and movement of equipment and furniture, interpreter services for the hearing-impaired, and lock and safe repair services.		+ 33
(4) Supplies and Materials This increase will enable field offices to purchase office supplies that, if obtained from headquarters, would substantially delay operations and increase the total cost of supplies because of shipping costs.		+ 10

REGIONAL AND OVERSEAS OFFICES

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollar amounts in thousands)		
D. EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC	Staff	Amount
1. Rent, Communications, and Utilities The increase is needed to fund rental of various types of office equipment required in support of regional audit and administrative operations.		+ 6
2. Furniture and Equipment This increase will fund the replacement of furniture and broken equipment for the regions and overseas offices.		+ 101

Schedule E-1

REGIONAL AND OVERSEAS OFFICES
(Dollar amounts in thousands)

Classification	Number of Employees			Amount		
	1989	1990 REV	1991	1989	1990 REV	1991
Staff Ceiling 1/ (Total average positions)	1,795	1,810	1,810	71,577	75,222	81,735
11.1 Full-Time Permanent 2/						
Full-Time Permanent	1,806	1,821	1,831	70,648	74,246	80,656
Full-Time Temporary	4	6	6	233	245	271
Part-Time Permanent	32	30	32	696	731	808
11.3 Other Than Full-Time Permanent 3/						
Expert/Consultant	1	2	2	13	11	11
Other Temporary	23	20	19	125	118	119
Summer Hire	26	16	23	100	60	61
Co-op	38	39	39	165	233	234
11.5 Other Personnel Compensation	-	-	-	20	22	22
25.0 Other Services (Contracts for on-site personal services) 4/	-	-	-	-	-	-

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent our actual usage for fiscal year 1989, the Committee-approved level for fiscal year 1990, and our requested level for fiscal year 1991.

2/ These numbers reflect "Total Employees on Board" at a particular point in time and they do not directly relate to the Staff Ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees we will have in these programs during the year. A large number of them will only work for portions of the year. Some will only work for a few days.

4/ Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency work space) for six months or more during a twelve month period.

REGIONAL AND OVERSEAS OFFICES

A large number of GAO's professional staff is assigned to field offices throughout the United States and overseas. The primary mission of GAO's field office staff is to support GAO's mission by leading and assisting with audit assignments and by participating in planning GAO's work.

The 14 regional offices are located in major cities throughout the United States and provide coverage to the 48 contiguous states, Alaska, Puerto Rico, and the Virgin Islands. Overseas offices are located in Frankfurt, West Germany, covering Europe, Africa, and the Near and Middle East and Honolulu, Hawaii, covering East, South, and Southeast Asia and the Pacific Ocean areas.

Distribution of Regional and Overseas Offices' Average Positions by Division

Our plans provide for the application of regional and overseas offices' average positions to the work of each of the headquarters divisions as follows:

	AVERAGE POSITIONS		
Division	FY 1990[1]	FY 1991	Change
General Government	265	265	-
Human Resources	296	296	-
National Security and International Affairs	531	531	-
Resources, Community and Economic Development	320	320	-
Accounting and Financial Management	243	243	-
Information Management and Technology	133	133	-
Program Evaluation and Methodology	22	22	-
Total	1,810	1,810	-

[1] This represents the authorized average positions approved by the Committee.

Schedule A-1

MISSION SUPPORT

Summary by Object Class

(Dollar amounts in thousands)

Categories	1989 Actual		1990 Revised Estimate[1]		1991 Estimate		Net Change 1990 to 1991	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
Breakdown by Object Class:								
11 Personnel Compensation	600	$ 27,034	605	$29,158	605	$ 32,681	-	+$ 3,523
12 Personnel Benefits		5,345		5,378		6,537		+ 1,159
13 Benefits for Former Personnel		201		203		224		+ 21
21 Travel		1,550		1,590		2,063		+ 473
22 Transportation of Things		619		515		770		+ 255
23 Rent, Communications and Utilities		22,309		22,515		25,088		+ 2,573
24 Printing and Reproduction		3,084		3,478		3,903		+ 425
25 Other Services		25,229		29,988		34,204		+ 4,216
26 Supplies and Materials		1,777		1,652		2,432		+ 780
31 Equipment		7,546		5,438		18,461		+ 13,003
32 Land and Structures		7,300		5,340		12,807		+ 7,467
42 Insurance Claims and Indemnities		101		40		55		+ 15
50 Interagency Transfer		-		- 5,564		- 5,915		- 351
Total	600	$102,095	605	$99,751	605	$133,310	-	+$33,559

[1] Reflects reductions pursuant to P.L. 99-177 and P.L. 101-164.

Schedule O-1

MISSION SUPPORT
Analysis of Change 1990 to 1991
by Object Class
(Dollar amounts in thousands)

Categories	Mandatory Pay And Related Costs	Price Level Changes	Program Changes			Total Changes
			Legislation	Workload	Equipment, Alterations, Maintenance, Repairs, etc.	
	Amount	Amount	Amount	Amount	Amount	Amount
Breakdown By Object Class:						
11 Personnel Compensation	+3,457			+ 66		+ 3,523
12 Personnel Benefits	+1,159					+ 1,159
13 Benefits for Former Personnel	+ 21					+ 21
21 Travel		+ 138		+ 335		+ 473
22 Transportation of Things		+ 52		+ 203		+ 255
23 Rent, Communications, and Utilities		+1,966		+ 489	+ 118	+ 2,573
24 Printing and Reproduction		+ 244		+ 181		+ 425
25 Other Services		+1,039		+2,089	+ 1,088	+ 4,216
26 Supplies and Materials		+ 82		+ 698		+ 780
31 Equipment		+ 219			+12,784	+13,003
32 Land and Structures		+ 450			+ 7,017	+ 7,467
42 Insurance Claims and Indemnities		+ 15				+ 15
98 Interagency Transfer					- 351	- 351
Total	+4,637	+4,205	-	+4,061	+20,656	+33,559

Schedule C-1

MISSION SUPPORT

Detailed Analysis of Change by Organization

(Dollar amounts in thousands)

	Calculation of Base	
	Staff	Amount
Budget Base, 1990	605	99,751
	1991 Request	
1. Adjustments to Base	Staff	Amount
A. Mandatory Pay and Related Costs		+ 4,637
1. Annualization of FY 1990 Salaries		+ 510
2. Ingrade Increases		+ 342
3. Promotions		+ 258
4. Executive Pay Raise		+ 326
5. Civilian Pay Raise		+ 395
6. Extra Day		+ 93
7. Positions Other Than Permanent		+ 22
8. Terminal Leave Payments		+ 900
9. Other Personnel Compensation		+ 611
10. Personnel Benefits		+ 1,159
11. Benefits For Former Personnel		+ 21
B. Price Level Changes		+ 4,205
1. Travel		+ 138
2. Transportation of Things		+ 52
3. Office Space Rental		+ 1,575
4. Rent, Communications and Utilities		+ 376
5. Federal Telecommunications System		+ 15
6. Printing and Reproduction		+ 244
7. Training		+ 91
8. Foreign Affairs Administrative Support		+ 85
9. Contract Services		+ 669
10. Other Miscellaneous Services		+ 194
11. Supplies and Materials		+ 82
12. Furniture and Equipment		+ 219
13. Land and Structures		+ 450
14. Insurance Claims and Indemnities		+ 15

Schedule C-1

MISSION SUPPORT

Detailed Analysis of Change by Organization

(Dollar amount in thousands)

	1991 Request	
	Staff	Amount
C. Program Type Changes		
1. Legislation		
2. Workload		+ 108
a. Staff Level Increases		+ 40
(1) Rent, Communications, and Utilities		+ 15
(2) Printing and Reproduction		+ 40
(3) Contract Services		+ 13
(4) Supplies and Materials		
b. Other Program Enhancements		+ 3,953
(1) Positions Other Than Permanent		+ 66
(2) Travel		+ 335
(3) Transportation of Things		+ 203
(4) Rent, Communications, and Utilities		+ 449
(5) Printing and Reproduction		+ 166
(6) Training		+ 197
(7) Contract Services		+ 1,852
(8) Supplies and Materials		+ 685
D. Equipment, Alterations, Maintenance, Repairs, Etc.		+ 20,656
1. Rent, Communications and Utilities		+ 118
2. Contract Services		+ 455
3. Other Miscellaneous Services		+ 633
4. Furniture and Equipment		+ 12,784
5. Land and Structures		+ 7,017
6. Interagency Transfer		- 351
II. Net Increase/Decrease Requested		+ 33,559
III. Total Allocation, 1991	+ 605	133,310

MISSION SUPPORT

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollar amounts in thousands)

A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
1. Annualization of FY 1990 Salaries Increase is for the annualization of ingrade increases, which are paid in accordance with 5 USC ((5335 and 5343, for promotions that will be granted in FY 1990, and for 3-month annualization of the January 1990 pay raise.		+ 510
2. Ingrade Increases This amount covers the payment of ingrade increases for FY 1991, which are determined based upon satisfactory performance within the grade level of appointment over a specific period of time. Also included is funding for first-time payments of permanent pay increases for evaluator and evaluator-related staff covered by the new Pay-for-Performance (PFP) System.		+ 342
3. Promotions This amount covers the estimated cost of promotions to be granted during FY 1991, based on performance in career ladder positions, the annual assessment process, and/or competitive selections.		+ 258
4. Executive Pay Raise This amount funds the pay raise for executives authorized by the Ethics Reform Act of 1989 (P.L. 101-194).		+ 326
5. Civilian Pay Raise This amount funds 50 percent of the anticipated January 1991 civilian pay raise of 3.5 percent.		+ 395
6. Extra Day This amount funds the extra day in fiscal year 1991.		+ 93

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C
(Dollar amounts in thousands)

A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
7. Positions Other Than Permanent Increase is for annualization of the January 1990 pay raise.		+ 22
8. Terminal Leave Payments Payment for accrued annual leave upon termination of employment. More senior level employees are eligible to retire than was the case in prior fiscal years.		+ 900
9. Other Personnel Compensation Most of the increase in this account is needed to provide performance based incentive payments for GAO administrative and support staff not covered by the Pay-for-Performance System. There is also an increase for PFP bonuses attributable to the civilian pay raises.		+ 611
10. Personnel Benefits This figure represents the increases of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and Social Security taxable wage base, for increases resulting from annualization of and greater participation in the FERS retirement system, and for annualization of rate changes in the Federal Employees Health Benefits Program. This amount also includes the increase in the Federal Employees Compensation Act payment and employee relocation allowances.		+1,159
11. Benefits For Former Personnel Increase is for annualization of the January 1990 pay raise for a retired Comptroller General and higher payment to the Department of Labor for Unemployment Compensation.		+ 21

MISSION SUPPORT

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollar amounts in thousands)		
B. PRICE LEVEL CHANGES	Staff	Amount
1. Travel This amount represents the average expected increases in the costs of travel. Most contract airfares are changed semiannually. Also, the General Services Administration increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.		+ 138
2. Transportation This amount represents the increased costs charged by moving service companies for the transportation of household goods involved in employee relocations and for the shipment of things by GAO.		+ 52
3. Office Space Rental This increase reflects changes in rates charged by the General Services Administration for office space used by GAO in Washington, D.C. and locations throughout the United States.		+1,575
4. Rent, Communications, and Utilities This increase is for rental of equipment and other miscellaneous rentals, local telephone services, and other telecommunication charges.		+ 376
5. Federal Telecommunications Service This increase must be paid to the General Services Administration for participation in its federal telecommunications network and represents GSA's estimate of increased usage and cost.		+ 15
6. Printing and Reproduction This funds a 7 percent increase in costs for GPO printing of GAO reports and documents, costs of documents printed for other agencies where GAO is riding those requests, typesetting, and graphics services.		+ 244

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollar amounts in thousands)		
B. PRICE LEVEL CHANGES (continued)	Staff	Amount
7. Training This amount will provide for increases in the costs of courses provided by OPM and other vendors.		+ 91
8. Foreign Affairs Administrative Support These funds are paid to the State Department for GAO's share of operational costs in Frankfurt, West Germany. Beginning in fiscal year 1990, the State Department revised its reimbursement program to require agencies to pay for the overseas operational costs of electronic communications, information systems, and building operating expenses of government owned and long-term leased properties and to require payment for use of the Defense Courier Service. This increase also includes State Department charges for embassy-incurred expenses related to the GAO employees assigned to NATO.		+ 85
9. Contract Services The increases are for contracts for ADP services, personnel security investigations, operations and maintenance of the GAO Building, government and non-government contract services, and GSA contract services.		+ 669
10. Other Miscellaneous Services This funds increases in costs for maintenance of equipment such as microcomputers, photocopiers, typewriters, calculators, print shop equipment, and charges assessed by the Public Health Service for health services provided to GAO employees.		+ 194
11. Supplies and Materials This level covers the increases for such supplies as photocopier machine paper, materials used in preparation of audit reports, subscriptions to periodicals, and supplies from GSA retail stores.		+ 82
12. Furniture and Equipment This amount funds price level changes for current levels of expenditures to replace worn-out or broken furniture and equipment.		+ 219

MISSION SUPPORT

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollar amounts in thousands)		
B. PRICE LEVEL CHANGES (continued)	Staff	Amount
13. Land and Structures This increase funds cost changes in major renovation projects including asbestos removal from the GAO Building.		+ 450
14. Insurance Claims and Indemnities This represents the estimated increase in the costs of claims for lost or damaged property incident to permanent changes of station.		+ 15
C. PROGRAM TYPE CHANGES		
2. Workload		
a. Staff Level Increases Funds are requested to provide for local telephone services, printing and reproduction services, security investigations, and supplies to support the increase in average positions in the divisions and regional offices.		+ 108
b. Other Program Enhancements		
(1) Positions Other Than Permanent This increase funds additional usage of consultants/experts needed in support of our audit and evaluation work.		+ 66
(2) Travel This funds an increase in the level of travel to sites where training, security and safety inspections, and other support services need to be provided to our regional and overseas staff.		+ 335
(3) Transportation of Things This increase will fund movement of employee household goods associated with an increase in the number of permanent changes of station and transportation of supplies and equipment.		+ 203

MISSION SUPPORT

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollar amounts in thousands)		
C. PROGRAM TYPE CHANGES (continued)	Staff	Amount
b. Other Program Enhancements (continued)		
(4) Rent, Communications, and Utilities This increase will provide telecommunications services needed to access our Management and Assignment Tracking System once it is operational at the National Finance Center as well as, telecommunications support for other agency systems and required services.		+ 449
(5) Printing and Reproduction The increase will allow GAO to typeset a greater variety of GAO products, obtain more copies of GPO printed documents for which GAO rides other agencies' print orders, and expand the use of video and graphics services for our audit and evaluation work.		+ 166
(6) Training This increase is needed to ensure that GAO staff maintain the knowledge, skills and abilities necessary to respond to congressional requests that have limited time frames and to conduct audits and evaluations of increasingly complex reviews of government programs.		+ 197
(7) Contract Services These funds will meet increased demands for ADP and telecommunications services, security investigations, credit reports and contract services to support audit and evaluation work. This request will permit an increase in resources to the various administrative/ operation divisions servicing the mission-related offices of the agency.		+1,852

MISSION SUPPORT

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollar amounts in thousands)		
C. PROGRAM TYPE CHANGES (continued)	Staff	Amount
b. Other Program Enhancements (continued)		
(8) Supplies and Materials This increase will permit the purchase of ADP supplies needed to support increasing number of and staff usage of microcomputers and other technology. It also will support agency supply needs for copiers, print plant equipment and standard office materials.		+ 685
D. EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC		
1. Rent, Communications, and Utilities The majority of this increase is needed to acquire, through lease, new photocopiers to replace some old machines for which we are experiencing high maintenance costs. It also covers other rentals and rental of telecommunications equipment.		+ 118
2. Contract Services The increase covers critical building maintenance services as well as support services required in connection with modernization of office space subsequent to asbestos removal.		+ 455
3. Other Miscellaneous Services This increase will fund installation of cabling needed in the GAO Building, maintenance for new microcomputers, ADP equipment, and software, telecommunication equipment and photocopiers, and the mandatory payment to the District of Columbia for water and sewer service provided to the GAO Building as required by the District of Columbia Appropriations Act of 1990.		+ 633

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollar amounts in thousands)		
D. EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC (continued)	Staff	Amount
4. Furniture and Equipment This increase will fund a new telecommunications system and furniture needed for the modernization of office space within the GAO Building subsequent to removal of asbestos. Also, funding for additional microcomputers and software to support audit and evaluation has been included.		+12,784
5. Land and Structures The increase will permit upgrading of the heating, ventilation, and air conditioning system and continuation of asbestos removal project at the GAO Headquarters' Building.		+ 7,017
6. Interagency Transfer These funds are authorized by Public Law 100-545 and may be transferred only with the approval of the Appropriations Committee for use in the operation, maintenance, alteration, repair, and protection of the GAO Building. GAO is requesting approval to use $5.9 million from the "special fund" for management of this facility in fiscal year 1991.		- 351

MISSION SUPPORT PRODUCTS ISSUED IN FY 1989, FY 1990 AND FY 1991 BY PRODUCT TYPE [1]

Products	1989 Actual	1990 Estimate	1991 Estimate
A. Congressional			
--Briefing Reports	-	-	-
--Facts Sheets	-	-	-
--Letter Reports	1	-	-
--Chapter Reports	-	-	-
B. Agency & Other			
--Letter Reports	-	-	-
--Chapter Reports	-	-	-
TOTAL	1	-	-
C. Testimony	1	-	1
D. Other	-	-	-
GRAND TOTAL	2	-	1

[1] GAO produces many things that could be considered agency products. The products listed here are considered our principal ones.

Schedule K-1

MISSION SUPPORT
(Dollar amounts in thousands)

Classification	Number of Employees			Amount		
	1989	1990 REV	1991	1989	1990 REV	1991
Staff Ceiling 1/ (Total average positions)	600	605	605	22,004	23,773	26,597
11.1 Full-Time Permanent 2/						
Full-Time Permanent	621	606	607	21,433	23,151	25,923
Full-Time Temporary	2	3	3	144	157	179
Part-Time Permanent	20	16	19	427	465	504
11.3 Other Than Full-Time Permanent 3/						
Expert/Consultant	59	59	50	610	580	652
Other Temporary	130	88	85	1,141	1,311	1,325
Summer Hire	13	21	20	30	69	71
Co-op	5	6	8	16	48	48
11.5 Other Personnel Compensation	-	-	-	3,233	3,377	3,988
25.0 Other Services (Contracts for on-site personal services) 4/	100	113	123	12,590	14,982	16,083

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent our actual usage for fiscal year 1989, the Committee-approved level for fiscal year 1990, and our requested level for fiscal year 1991.

2/ These numbers reflect "Total Employees on Board" at a particular point in time and they do not directly relate to the Staff Ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees we will have in these programs during the year. A large number of them will only work for portions of the year. Some will only work for a few days.

4/ Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency work space) for six months or more during a twelve month period.

MISSION SUPPORT

The full range of administrative operations is provided by the mission support offices. The primary objective of the mission support offices during the next few years is to continue to improve the quality and timeliness of services provided to the agency.

The following summary shows average positions planned to meet the mission support offices' responsibilities during fiscal years 1990 and 1991.

	AVERAGE POSITIONS		
Offices	FY 1990 [1]	FY 1991	Change
Civil Rights Office	7	7	-
General Services and Controller	203	203	-
Joint Financial Management Improvement Program	2	2	-
Office of Affirmative Action Plans	5	5	-
Office of Congressional Relations	15	15	-
Office of Counseling and Career Development	15	15	-
Office of Information Resources Management	69	69	-
Office of Internal Evaluation	9	9	-
Office of International Audit Organization Liaison	7	7	-
Office of Organizational Development	13	13	-
Office of Policy	13	13	-
Office of Program Planning	12	12	-
Office of Public Information	7	7	-
Office of Publishing and Communications	86	86	-
Office of Recruitment	19	19	-
Personnel	72	72	-
Personnel Appeals Board	5	5	-
Training Institute	46	46	-
Total	605	605	-

[1] This represents the authorized average positions approved by the Committee.

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Civil Rights Office

The Civil Rights Office oversees GAO's efforts to carry out its activities in a nondiscriminatory manner. Its major function is processing discrimination complaints. It also advises the Assistant Comptroller General for Operations on all EEO policy matters.

General Services and Controller

General Services and Controller is responsible for facilities, property management, procurement, library and information services, safety and security, records management, and the financial and budgetary functions of GAO.

Joint Financial Management Improvement Program

The Joint Financial Management Improvement Program (JFMIP) is a cooperative undertaking of the General Accounting Office and the Office of Personnel Management; working with each other and with the operating agencies to improve financial management on a government-wide basis and in individual agencies. JFMIP was officially established by the Budget and Accounting Procedures Act of 1950. The JFMIP Principals are the heads of the four central agencies. Each Principal selects a representative to the Steering Committee which gives general direction to the Program. The JFMIP Executive Director develops and directs activities and projects. GAO provides the administrative support for the JFMIP staff, but all costs for the program are shared equally among the central agency and the program sponsors.

Office of Affirmative Action Plans

The Office of Affirmative Action Plans provides leadership and direction for affirmative action in hiring, promotions and job assignments within GAO. The office oversees the development and implementation of affirmative action hiring and promotion goals by divisions and offices and monitors the efforts to achieve these goals. The office implements an Equal Promotion Review Program to address disparities between the promotion rates of minorities and non-minorities. It also works with GAO's divisions and regional offices to increase the level of equity in the job assignment process.

Office of Congressional Relations

The Office of Congressional Relations coordinates GAO's activities with congressional committees and Members. These activities include the development of testimony, reports, legal opinions, bill comments, and the assigning of GAO staff to committees. The office assists, advises, and acts as a liaison for the Comptroller General and GAO's offices and divisions in furnishing the Congress with timely and useful assistance.

Office of Counseling and Career Development

The Office of Counseling and Career Development works with GAO managers and their employees to identify strategies for resolving problems that impede performance. Assistance is provided through consultation, counseling, and developmental services such as workshops, career planning, upward mobility, and wellness programs.

Office of Information Resources Management

The Office of Information Resources Management (OIRM) is responsible for GAO's ADP and telecommunications programs. OIRM represents GAO on all matters relating to the planning, development, acquisition, and operation of these programs. The office establishes and administers the agency's ADP/telecommunications budgets, long range plan, and policies and procedures.

Office of Internal Evaluation

The Office of Internal Evaluation assists the Comptroller General by providing independent evaluation of the organizational, administrative, personnel, and assignment management activities of GAO's policies and procedures and identifies corrective actions aimed at helping management fulfill its responsibilities. The office also examines GAO's financial and management information systems to assess their reliability and usefulness. This office also investigates certain allegations relating to GAO employees.

Office of International Audit Organization Liaison

The Office of International Audit Organization Liaison directs the International Auditor Fellowship Program, coordinates visits of officials from other countries, acts as liaison with other national government audit organizations and international organizations, handles the staff work related to the International Organization of Supreme Audit Institutions (INTOSAI) including the central coordination function for the 1992 INTOSAI Congress, publishes the International Journal of Government Auditing, and coordinates requests for GAO to provide training assistance to other countries including GAO's participation in the INTOSAI Development Initiative (IDI).

Office of Organizational Development

The mission of the Office of Organizational Development is to assist GAO in developing and implementing exemplary human resource management systems and services that enable GAO to create an environment in which staff are motivated and working together to achieve GAO's mission.

Office of Policy

The Office of Policy develops, promulgates, and interprets GAO's auditing, evaluation and reporting policies. The office provides advice and assistance to the Comptroller General, management, and staff in applying GAO's audit and evaluation policies. It also serves as the focal point for receiving and responding to requests from the public for GAO records, oversees the centralized report recommendation follow-up system and accomplishment reporting system, and manages the GAO History Program.

Office of Program Planning

The Office of Program Planning assists the Office of the Comptroller General in planning and coordinating GAO's audit work and directing staff resources to best meet GAO-wide objectives. Office representatives work with the divisions to implement planning guidelines consistently throughout GAO. The office also helps GAO coordinate with other legislative support agencies to avoid unnecessary duplication or overlap.

Office of Public Information

The Office of Public Information coordinates GAO's communications with the Congress, the media, and the public. It is the main point of contact between GAO and reporters. In addition, the office prepares the Comptroller General's Monthly List of GAO Reports; prepares the GAO Management News, a weekly newsletter for GAO employees; and specifies media distribution of all GAO reports.

Office of Publishing and Communications

The Office of Publishing and Communications produces GAO's published products. The office is responsible for printing, audio, and visual communication functions as well as mail and copier programs; it manages GAO's design standards and assists GAO staff on publishing and presentation issues. The office also publishes the Comptroller General's annual report and The GAO Journal.

Office of Recruitment

The mission of the Office of Recruitment is to plan, develop, and execute a responsive and innovative program for the acquisition of the human resources needed to implement the functions of GAO. The Office of Recruitment serves as the GAO focal point to external organizations, institutions, associations, and applicants on GAO hiring programs, processes, and procedures.

The Office of Recruitment is responsible for coordinating, managing, monitoring, and operating GAO's external hiring programs, and designing new and analyzing/refining existing policy in the employment area which will ensure an innovative and responsive external hiring program.

Personnel

The responsibilities of the Personnel Office include developing and applying job-related qualification and selection criteria; appointing employees; providing necessary job classification, salary, and wage administration services; maintaining liaison with government organizations; and determining the application to GAO of pertinent personnel laws, rules, and regulations. Personnel also manages labor-management relations, and maintains a comprehensive employee relations and benefits program as well as operates the automated personnel/payroll processing system , maintains records, and compiles data for management reports.

Personnel Appeals Board

The GAO Personnel Appeals Board is responsible for considering, deciding and ordering corrective or disciplinary action, as appropriate, in cases involving employee appeals, prohibited personnel practices, prohibited political activities, determinations of collective bargaining units, union elections, unfair labor practices and discrimination. In effect, the Board acts in place of the Merit Systems Protection Board, the Federal Labor Relations Authority and the Equal Employment Opportunity Commission, depending on the type of case. Such a body is necessary because the GAO personnel legislation removes GAO from the purview of these agencies.

Training Institute

The GAO Training Institute (TI) is responsible for: (1) establishing agency-wide policies for central and external training/education activities; (2) ensuring that GAO staff are provided training/education opportunities to learn GAO's policies and procedures, audit and evaluation methods, and other skills necessary to fulfill GAO's mission; (3) establishing core and elective curricula for evaluators, executives, administrative, secretarial, and clerical employees; technical specialists, and other employee groups; (4) conducting assessments to identify training needs and evaluating the results of training; (5) keeping abreast of trends and technological advances in the training/education field; (6) efficiently operating facilities, equipment, systems, consultant agreements, and contracts in support of training; (7) representing GAO to the government, private sector, and academic training/education communities; and (8) compiling an annual education report on GAO's compliance with the "yellow book" continuing professional education standards and on the status of GAO's training/education activities.

BUDGET DETAIL

As discussed in the Budget Overview, GAO is seeking an appropriation increase of $69.2 million for fiscal year 1991. Of this increase, $29.3 million is for mandatory pay and benefits. The remaining $39.9 million is required for price level changes and other expenses. We are also requesting authority to use $5.9 million from the special fund authorized by P.L. 100-545.

The requested $39.9 million in price level increases and other expenses includes $5.8 million (15 percent) which is beyond GAO's control in that it constitutes funding for a modest projection of inflation and increases paid to other federal agencies such as administrative support payments to the State Department for our office in West Germany. Funding to cover personnel compensation and benefits, travel, and goods and services for the 100 average position increase is $6 million (15 percent). The remaining $28.1 million (70 percent) will fund other needed increases including ADP equipment and software for use by GAO evaluators and auditors, a new telecommunications system, training which is largely related to jobs that are done for the Congress, travel that is needed for effective job performance, management and renovation of the GAO Building, and office space restoration for personnel who have been temporarily relocated during the renovation of the heating, ventilation and air conditioning system (HVAC) and removal of asbestos materials in GAO's headquarters building.

	FY 1990	FY 1991 (000 omitted)	Change
Estimate	$358,097	$427,248	+$69,151

The major increases are $27.1 million for personnel compensation; $7.7 million for personnel benefits; $4.2 million for travel; $5.5 million for other services; $13.4 million for equipment; and $7.5 million for land and structures. Revised fiscal year 1990 requirements, which include the reductions of $6,623,000 pursuant to Public Laws 101-164 and 99-177, and the estimates for fiscal year 1991 are compared below by object class of expense and explained in more detail in the narrative section following this summary.

Object Class	Actual 1989	Revised 1990	Estimate 1991	Changes 1990 to 1991
11 Personnel Compensation				
11.1 Full-time Permanent	$214,225	$226,000	$252,041	+$26,041
11.3 Other than Full-time Permanent	3,087	3,395	3,741	+ 346
11.5 Other Personnel Compensation	3,798	3,861	4,573	+ 712
Total Personnel Compensation	$221,022	$233,256	$260,355	+$27,099

	Actual 1989	Revised 1990	Estimate 1991	Changes 1990 to 1991
12 Personnel Benefits	$35,860	$40,253	$47,921	+ $7,668
13 Benefits for Former Personnel	201	203	224	+ 21
Total Personnel Benefits	$36,061	$40,456	$48,145	+ $7,689
21 Travel & Transportation of Persons	17,312	17,659	21,898	+ 4,239
22 Transportation of Things	619	515	770	+ 255
23 Rent, Communications & Utilities	22,317	22,526	25,106	+ 2,580
24 Printing & Reproduction	3,084	3,478	3,903	+ 425
25 Other Services	28,640	32,600	38,091	+ 5,491
26 Supplies & Materials	2,269	2,226	3,047	+ 821
31 Equipment	7,817	5,565	18,986	+ 13,421
32 Land & Structures	7,300	5,340	12,807	+ 7,467
42 Claims & Indemnities	101	40	55	+ 15
50 Interagency Transfer	-	- 5,564	- 5,915	- 351
Total Other Object Classes	$89,459	$84,385	$118,748	+$34,363
Total	$346,540	$358,097	$427,248	+$69,151

11. Personnel Compensation

11.1 Full-time Permanent

	FY 1990	FY 1991 (000 omitted)	Change
Estimate	$226,000	$252,041	+$26,041

This category includes the regular salaries and wages paid directly to civilian full-time permanent employees and other payments that become part of the employee's basic rate of pay. Also included are regular salaries and wages paid to employees while they are taking compensatory time or are on annual, sick, or other paid leave, and terminal leave payments.

The $26,041,000 increase represents costs associated with the annualization of fiscal year 1990 salaries of $4,471,000, the restitution of $1,773,000 for the 38 average positions authorized for fiscal year 1990 but eliminated due to the section 311 of the Legislative Branch Appropriation Act, 1990 (P.L. 101-163) requiring 100 percent absorption of the January 1990 pay raise, fiscal year 1991 ingrade increases of $4,573,000, fiscal year 1991 promotions of $2,991,000, fiscal year 1991 change in average positions of $4,409,000, a January 1991 civilian pay raise of $3,147,000 assuming 50 percent absorption, payment for one extra day of $946,000, executive pay raise required by the Ethics Reform Act (P.L. 101-194) of $2,831,000, and the increase in terminal leave payments in fiscal year 1991 of $900,000.

11.3 Other Than Full-time Permanent

	FY 1990	FY 1991 (000 omitted)	Change
Estimate	$3,395	$3,741	+ $346

This category funds employees who fill non-permanent positions--consultants, temporaries, summer interns and cooperative education students. These employees are hired for short periods of time to handle peak workloads and to provide additional expertise for our audit and evaluation work. Of the $346,000 increase, $33,000 represents costs associated with the annualization of the 1990 pay raise and is considered a mandatory personnel-related increase. The balance of $313,000 represents the need for increased use of experts and consultants in the development and review phases of GAO jobs.

Consultants

In accordance with 5 U.S.C. 3109, GAO hires consultants to provide additional outside expertise for its audit and evaluation work. In fiscal year 1991, GAO is requesting $1,337,000 for consultants. The increase of $313,000 will permit greater usage of consultants in GAO's special investigations and in audit and evaluation work that is highly technical in nature. An additional $9,000 is requested to meet costs associated with the annualization of the 1990 pay raise.

Temporary Employment Program

The temporary employment program was established to fill a recurring need for non-permanent clerical, administrative, and technical staff to help handle peak workloads, clean up backlogs, and fill in during vacation periods. This program provides valuable work experience for qualified high school and college students enrolled in approved work study programs and other employees given full-time and part-time appointments or tours of duty of less than one year or two years for handicapped employees.

(1) Stay-in-school hires

This type of temporary appointment provides fully paid employment for economically disadvantaged students between 16 and 22 years of age who need financial assistance in order to stay in school. They may be high school or college students, and are scheduled to work 16 hours a week during school and 40 hours per week during vacations.

(2) Other excepted students

This type of temporary appointment provides fully paid employment for students above the secondary level, as well as extended appointments of summer hires. These students are limited to working 1,040 hours per year or to earning a salary equivalent to 40 percent of a GS-3.

(3) All other temporary appointees

This type of temporary appointment provides for full-time and part-time employment of handicapped and other personnel for clerical, administrative, and technical duties during periods of heavy workload.

In fiscal year 1991, we do not plan to expand this program. A small increase ($17,000) is requested to cover costs associated with the annualization of the 1990 pay raise.

Summer Employment Program

Participation in the summer internship program is sponsored by GAO to promote recruitment of qualified undergraduate and graduate students by introducing them to GAO's work environment. Candidates selected are majoring in public policy, computer science, or accounting, and we recruit minorities enrolled in graduate schools of business administration. This program also permits hiring of some students to meet a variety of administrative and clerical duties in support of GAO operations.

In fiscal year 1991, we estimate $260,000 will be needed to fund 83 positions in our summer employment program. This level includes costs associated with the annualization of the 1990 pay raise.

Cooperative Education Program

The Cooperative Education Program is used as a method of recruiting top quality staff. It provides an opportunity to ensure that the program participants can do the kind of quality work expected of GAO staff. It also gives the students an opportunity to decide whether they are interested in the agency's work. It continues to be an extremely valuable program.

This program provides for periods of study-related, fully paid employment in suitable types of work for qualified students enrolled in the following work-study programs:

(1) Co-op Education Program for Graduate Students;
(2) Co-op Education Program for Baccalaureate Students;
(3) Co-op Education Program for 2-year College and Technical Institute Students; and
(4) Co-op Education Program for High School Students.

GAO has developed and currently maintains numerous contacts with (a) colleges and universities, (b) trade and technical institutes, and (c) business and secondary schools via the cooperative education program. Given the specific requirements of evaluator and other professional positions to be filled within GAO on a recurring basis, these institutions represent a highly reliable source of qualified applicants for future professional employment with GAO. Traditionally, colleges and universities have proven to be the primary and most productive source of recruitment for GAO entry-level professionals. In addition, the cooperative education recruitment program has been utilized, on a continuing basis, to recruit qualified technical personnel.

In fiscal year 1991, we estimate $411,000 will be needed to fund the cooperative education program. This level includes costs associated with the annualization of the 1990 pay raise.

11.5 Other Personnel Compensation

	FY 1990	FY 1991 (000 omitted)	Changes
Estimate	$3,861	$4,573	+$712

This category includes all personnel compensation above basic rates paid directly to civilian employees. The $712,000 increase in this category includes $101,000 for mandatory SES bonuses; $608,000 for pay-for-performance bonuses to administrative professional and support staff for whom a modified PFP personnel compensation system is being developed; and $3,000 for the annualized cost of the 1990 pay raise on overtime.

12. Personnel Benefits
13. Benefits for Former Personnel

	FY 1990	FY 1991 (000 omitted)	Change
Estimate	$40,456	$48,145	+$7,689

The items involved in these object classes, and the estimated costs for each, are as follows:

	Revised 1990	Estimate 1991	Changes 1990 to 1991
12 Personnel Benefits:			
Cost of Living Allowances	$ 621	$ 660	+$ 39
Payments to OPM Life Insurance	404	440	+ 36
Payments to OPM Retirement Fund	19,595	22,423	+ 2,828
Employer's Share FICA Taxes	6,795	9,034	+ 2,239
Payments to Health Benefits Program	9,330	10,596	+ 1,266
Payments to FERS Thrift Savings Plan	1,983	2,682	+ 699
Federal Employees' Compensation Act	375	438	+ 63
Relocation Allowances	1,150	1,648	+ 498
13 Benefits for Former Personnel	83	84	+ 1
Unemployment Compensation	120	140	+ 20
Total Personnel Benefits	$40,456	$48,145	+$7,689

The net increase of $7,689,000 includes increases in employer contributions to employee benefit funds ($7,068,000), in the cost of relocation allowances ($498,000), in the cost of living allowances ($39,000), in unemployment compensation ($20,000), the annualization of the January 1990 cost-of-living adjustment for retired Comptrollers General ($1,000), and an increase in the Federal Employees' Compensation Act payment ($63,000). The increase in contributions to benefit funds results primarily from the annualization of the payments to the health benefits program, an increase in the taxable wage base for the payment of social security and medicare taxes, an increase in salaries paid, an increase in average positions, and an increase in the number of new federal employees for whom full payments are made to the OPM retirement fund, the Social Security trust funds, and the FERS Thrift Savings Plan.

Cost of Living Allowances

An increase in the average salary of employees officially stationed at posts of duty in Europe and Hawaii in fiscal year 1991 will result in a $39,000 increase of which 18 percent is for education allowances, 15 percent is for living quarters allowances, and 67 percent is for territorial cost-of-living allowances. Territorial cost of living allowances are based on a percentage of the employee's salary.

Allowances for which such employees may be eligible (5 U.S.C. 5924, 5941) include:

An education allowance is granted to assist an employee in meeting extraordinary expenses incurred by reason of his/her service in a foreign area in providing adequate elementary and secondary education for his/her children.

A living quarters allowance is for rent, heat, light, fuel, gas, electricity and water, and is granted when government owned or rented quarters are not provided without charge for an employee assigned to a foreign area.

A territorial cost-of-living allowance provides additional compensation to persons stationed outside the continental United States (whose rates of basic compensation are fixed by statute) when living costs are substantially higher than in the District of Columbia.

Payments to OPM Life Insurance Fund

The $36,000 increase in the cost of group life insurance results from an increase in average positions and in staff salaries. The amount of insurance in force is based upon an employee's annual salary rate rounded up to the next thousand plus $2,000 with a minimum face value of $10,000. The employer pays one-third of the cost of regular life insurance and the employee pays two-thirds, under provisions of 5 U.S.C. 8707.

Payments to OPM Retirement Fund

Section 8334 of title 5 of the United States Code provides that there shall be deducted and withheld from the basic salary of each civilian officer or employee to whom this law applies, an amount equal to 7 percent of such basic salary as a deduction for retirement. The government matches the employee's contribution. New federal civilian employees hired on or after January 1, 1984, and other federal employees who in 1987 and 1988 chose to change to the FERS retirement plan will contribute 0.8 percent with the government paying 13 percent in fiscal year 1991.

The increase of $2,828,000 in the amount of employer payments to the OPM retirement fund results from an increase in average positions, in the salaries paid to GAO staff, and an increase in participation in the FERS retirement plan.

FERS Thrift Savings Plan

Federal employees hired after January 1, 1984, and those federal employees hired prior to that date who voluntarily chose to change retirement systems, are eligible to participate in the Federal Employees' Retirement System (FERS) Thrift Savings Plan. Eligible federal employees may contribute up to 10 percent of their salaries to the Thrift Savings Plan with the employer matching up to 5 percent of such contributions.

Employer matching contributions are dollar for dollar for the first 3 percent of employee contributions and 50 cents on the dollar of the next 2 percent of employee contributions. The employer must also contribute at least 1 percent of the salaries of FERS participants to the Thrift Savings Plan whether or not such employees contribute to the Thrift Savings Plan.

The increase of $699,000 represents an increase in employer contributions as a result of: an increase in salaries paid, an increase in employees resulting from the requested change in average positions, and the hiring of new staff to replace attrition of staff who were enrolled in the Civil Service Retirement System.

Employer's Share of FICA Taxes

The Social Security Amendments of 1983 extended social security coverage to all new federal civilian employees hired on or after January 1, 1984. Section 101(s)(1) of the 1983 Amendments continues the exclusions from social security coverage (1) for current GAO employees who remain continuously employed after January 1, 1984, and (2) for reemployed annuitants of a civilian federal retirement system. This section also provides that an individual who returns to service in the employ of the United States or an instrumentality thereof (including GAO), after a separation from service of not more than 365 consecutive days, is considered "continuously" employed.

Federal employees hired prior to January 1, 1984 who chose to change in 1987 and 1988 from the Civil Service Retirement System to the Federal Employees' Retirement System (P.L. 99-335) are liable for full payment of social security taxes up to the maximum taxable wage base level.

The wage base subject to such taxation is revised annually by the Social Security Administration to reflect wage changes in the national economy. The chart below shows data for the most recent calendar years, with the 1991 wage base estimated.

Year	Wage Base	Employee Tax Rate	Employer Tax Rate
1985	39.6	7.05%	7.05%
1986	42.0	7.15%	7.15%
1987	43.8	7.15%	7.15%
1988	45.0	7.51%	7.51%
1989	48.0	7.51%	7.51%
1990	51.3	7.65%	7.65%
1991	54.3	7.65%	7.65%

Extension of Social Security Hospital Insurance Taxes and Medicare Coverage to Federal Employees

Section 278, P.L. 97-248, the Tax Equity and Fiscal Responsibility Act of 1982, enacted September 3, 1982, amended the Social Security Act to provide that all federal employees, who had been excluded from FICA taxes, be subject to the hospital insurance portion of the FICA tax for wages paid after December 31, 1982. The rate beginning with the start of calendar year 1983 through the end of calendar year 1984 was 1.30 percent of the wage base. The rate increased to 1.35 percent in calendar year 1985 and to 1.45 percent in calendar year 1986 and all years thereafter. The government, as an employer, matches the employee's contribution.

The increase of $2,239,000 in the amount of employer payments to the Federal Insurance Contribution Fund results primarily from the increase in average positions, hiring of new federal employees to replace attrition, and an increase in the taxable wage base.

Payments to Health Benefits Program

Payments to the health benefits program will increase $1,266,000 from fiscal year 1990 to fiscal year 1991 due to the annualization of January 1990 changes in carrier subscription charges, a 10 percent estimated increase in fiscal year 1991, and the requested increase in average positions. The cost of health benefits coverage for employees is shared by the employee and the government with GAO contributing about 72 percent of the subscription charges, which is up 1 percent from one year ago and considerably higher than the government-wide average of 60 percent.

Federal Employees' Compensation Act

The reimbursement for benefits and other payments from the Federal Employees' Compensation Fund varies from year to year depending upon the number of GAO employees injured in the line of duty and the severity of the injuries. We are required to include in our fiscal year 1991 budget estimates an amount equal to the actual cost of such benefits from July 1, 1988 to June 30, 1989, for payment to the fund (5 U.S.C. 8147) which is administered by the U.S. Department of Labor.

Relocation Allowances

The increase of $498,000 for relocation allowances provides $403,000 for increased relocation expenses to be incurred as a result of more staff relocations planned for fiscal year 1991. The balance of the increase ($95,000) represents the amount of additional funding required for reimbursement payments to staff in fiscal year 1991, who, as a result of relocation cost reimbursement, have been assessed additional income taxes.

The amount for relocation allowances, authorized under the provisions of 5 U.S.C. ((5721-5729, provides for the payment of relocation expenses of employees involved in permanent changes of station. Some of the more significant allowances paid under this category are:

1. Subsistence expenses of the employee and his/her immediate family while occupying temporary quarters for up to 120 days.

2. Defined expenses of the sale of the residence (or the settlement of an unexpired lease) of the employee at the old official duty station and the purchase of a home at the new official duty station. The maximum reimbursement on a sale of a residence is 10 percent of the sale price (or $17,813) and 5 percent (or $8,907) for a purchase.

3. Miscellaneous expenses such as charges for connection and disconnection of appliances and utilities, alterations and installation of rugs and draperies at the new residence, drivers' auto licenses required by the state to which the employee moved, and similar costs related to the move.

4. Meals and lodging expenses incurred by the employee and his/her immediate family during the search for a new residence as a result of relocation. Reimbursement for such a search can be for up to 10 days.

5. Reimbursement to meet the increased income tax liability resulting from the payment of relocation allowances in accordance with 5 U.S.C. 5724b.

6. Reimbursement to third parties, under contract with GAO, that buy out the equity in an employee's residence. This benefit may be utilized in lieu of (but not in addition to) the sale of residence entitlement in number 2 above.

13. Benefits for Former Personnel

The $84,000 in fiscal year 1991 represents a provision for an annuity for Comptrollers General retired for age or disability and their survivors (31 U.S.C. ((701-704, 771-779). The $20,000 change in unemployment compensation in fiscal year 1991 represents the increase over the fiscal year 1990 revised estimate for reimbursements to the U.S. Department of Labor for payments made to former employees, who have received state unemployment compensation benefits (5 U.S.C. 8509).

21. Travel and Transportation

	FY 1990	FY 1991 (000 omitted)	Change
Estimate	$17,659	$21,898	+$4,239

Due to Public Law 99-177 reductions, travel usage in fiscal year 1990 will have to be scaled back. In order to maintain schedules for completion of work for the Congress, some supervisory and audit and investigative trips will have to be shortened or cancelled. Every effort will be made to minimize adverse effects on congressional assignments.

Effective examination of the activities of federal agencies and contractors requires that our audit and investigative work be done at the places where federal funds are spent and where federal programs have their greatest impact. In addition, our audit and evaluation work must be sufficiently representative in scope and in the number and type of locations covered to assure the validity of our conclusions and recommendations. For this reason, a large part of the working time of our professional staff of evaluators and auditors must be spent in travel status at locations throughout the United States and in foreign countries. These areas include the Far East, Europe, Central America, and Africa.

GAO management initiatives over the past several years, including the use of Design, Methodology, and Technical Assistance Groups and a range of work planning and quality assurance approaches, have emphasized this need for adequate geographical coverage to assure the validity of GAO's results. GAO management is continually stressing the importance of more headquarters project and job leaders visiting the job site locations during the planning phases of the job and at significant stages throughout the performance of assignments.

Having adequate funds for travel is critical for GAO to perform its work. Price level changes occur biweekly for non-contract air fares and semi-annually for contract air fares. The enactment of the Civilian Travel Expenses Act of 1985 (P.L. 99-234) has resulted in nearly doubling the cost of per diem rates in many high cost cities. Without funding for price level changes, GAO cannot absorb inflationary changes without having an impact on its ability to perform the work that the Congress expects it to complete.

We are requesting $21,898,000 to meet our fiscal year 1991 travel needs. The increase of $4,239,000 reflects price level increases ($1,525,000) in travel fares and per diem rates resulting from P.L. 99-234, the costs ($438,000) of transportation associated with the increase in average positions, and the need to meet increasing work requirements generally placed on GAO by the Congress for briefing and chapter reports as well as testimonies ($2,276,000).

The budget request represents travel funding necessary for an increase of 14,195 days of travel to meet anticipated workload demands, of which 2,736 days are for the increase in average positions. Without the 1990 Presidential sequester, this increase would have been only 5,450 days.

Approximately 53 percent of the estimated increase in travel requirements for fiscal year 1991 is needed for our regional office staffs to carry out accounting and evaluation assignments in federal offices and contractor plants away from the cities where our offices and suboffices are located. Approximately 36 percent of the estimated increase in travel requirements is needed for our headquarters staff and will enable them to be more actively involved in on-site supervision of work performed by our regional and overseas offices. In addition, we need 11 percent of the estimated increase to perform travel related to our administrative operations--travel for safety and security inspections, travel for training of our regional staff, travel for facilities modifications, travel for personnel related matters, etc.

Our requirements for travel funds for fiscal year 1990 and fiscal year 1991 are shown by organizational unit within the General Accounting Office in the following tabulation.

	Revised 1990	Estimate 1991 (000 omitted)	Changes 1990 to 1991
Regional and Overseas Offices:			
General Government Work	$ 1,658	$ 1,986	+$ 328
Human Resources Work	1,853	2,219	+ 366
National Security and International Affairs Work	3,324	3,981	+ 657
Resources, Community and Economic Development Work	2,003	2,399	+ 396
Accounting and Financial Management Work	1,521	1,822	+ 301
Information Management and Technology Work	833	997	+ 164
Program Evaluation and Methodology Work	138	165	+ 27
Permanent Change of Station	94	102	+ 8
Sub-Total	$11,424	$13,671	+$2,247
Top Management	125	154	+ 29
Mission Divisions/Offices	-	438	+ 438
General Government Division	510	647	+ 137
Human Resources Division	569	708	+ 139
National Security and International Affairs Division	1,427	1,700	+ 273
Resources, Community and Economic Development Division	759	941	+ 182
Accounting and Financial Management Division	544	647	+ 103
Information Management and Technology Division	336	440	+ 104
Program Evaluation and Methodology Division	168	220	+ 52
Office of the Chief Economist	9	13	+ 4
Office of the General Counsel	82	113	+ 31
Office of Special Investigations	210	245	+ 35
Mission Support	1,496	1,961	+ 465
Sub-Total	$ 6,235	$ 9,227	+$1,992
Total	$17,659	$21,898	+$4,239
For travel of offices located within the continental United States			(+ 4,030)
For travel of overseas offices Far East/EO			(+ 209)

The increase in travel is an important element of GAO's emphasis on the quality of its work, recognizing that GAO findings and recommendations are based on extensive first hand fact finding which requires travel to a wide range of locations throughout the United States and abroad.

Travel required for examining federal programs carried on outside of the United States may be performed by personnel located either in the United States or in our overseas offices.

22. Transportation of Things

	FY 1990	FY 1991 (000 omitted)	Change
Estimate	$515	$770	+ $255

The principal items of expense in this category are for transporting the household goods and personal effects of employees who are transferred to and from our European, Far East, and regional offices in the United States. The transportation of household goods is also provided to employees in designated shortage categories who are assigned to their first duty station.

The increase of $255,000 for transportation of things provides $50,000 for price level increases of 10 percent in transportation costs associated with the shipment of household goods and $2,000 for price level changes for transportation of supplies and equipment. The balance of the increase ($203,000) primarily represents increased costs to be incurred for the transport of employees' household goods as a result of more staff relocations planned for fiscal year 1991 to facilitate and improve the agency's audit and evaluation work processes and operational efficiency.

23. Rent, Communications and Utilities

	FY 1990	FY 1991 (000 omitted)	Change
Estimate	$22,526	$25,106	-+$2,580

The following table provides a detailed breakdown of the various items included in this object class, which is our second largest administrative category of services, and the estimated costs for each type of service:

	Revised 1990	Estimate 1991	Changes 1990 to 1991
Rentals			
Automatic data processing equipment and software	$ 791	$ 769	-$ 22
Duplicating equipment	688	857	+ 169
Office space	14,410	15,985	+ 1,575
Other	158	217	+ 59

	Revised 1990	Estimate 1991	Changes 1990 to 1991
Communications			
Local telephone service	2,659	2,841	+ 182
Long distance telephone service:			
FTS	1,707	1,722	+ 15
Commercial	282	294	+ 12
Other telecommunications charges	316	758	+ 442
Postage and fees	1,511	1,659	+ 148
Mailgrams	4	4	+ 0
Total	$22,526	$25,106	+$2,580

Increases in this object class totaling $2,580,000 result primarily from (1) additional telecommunications charges, (2) changes in office space rental rates imposed by the General Services Administration for regional offices and audit sites, and (3) reimbursement to the U.S. Postal Service for services it provides.

Automatic Data Processing Equipment and Software

This category includes the rental of automated data processing equipment and software for both our headquarters and regional offices to augment our present ADP hardware inventory. Examples of equipment funded under this category include such items as terminals, modems, printers, controllers and shared resource equipment. Also included are the charges for initial installation and removal of equipment. For fiscal year 1991, 85 percent of the funding in this category will cover the lease of equipment for the shared resource pilot project.

The shared-resource pilot project involves a minicomputer with microcomputers used as intelligent workstations in a local area network. The current shared-resource technology offers GAO the capability to define requirements to support a consistent office automation environment, perform direct audit support analyses, and provide efficient telecommunications support for data movement. The pilot configuration is a mature technology with a rich base of tested and proven software; has the analytical capacity to perform complex statistical analyses of files up to 1,000,000 records in direct support of audit assignments; provides a very flexible path for future growth through its ability to integrate other technologies into networks; and is cost effective.

Duplicating Equipment

Duplicating equipment is essential to our audit groups for providing permanent copies of workpapers and, in many cases, exhibits. The number of copies of internal agency material essential to our audit work has been and continues to be voluminous. Since fiscal year 1980, GAO has had a program to contain costs in its administrative copying workload. This program has enabled us to reduce cost increases somewhat.

The increase of $169,000 would allow for 10 percent inflation in the costs of the existing inventory of equipment and would permit installation of new equipment using lease-to-purchase agreements to replace equipment that is very costly to maintain and is undersized for copier usage.

Office Space

The Public Buildings Amendments of 1972 (Public Law 92-313) requires that, beginning in fiscal year 1975, federal agencies reimburse the General Services Administration (GSA) on a continuous basis for all space which they occupy, rather than for only increases in space. The net increase of $1,575,000 for office space in fiscal year 1991 results from increases in GSA rates for audit sites and regional offices.

The custody and control of the GAO Building was transferred from GSA to GAO by passage of Public Law 100-545 (October 28, 1988). This law provides that the Comptroller General of the United States, instead of the Administrator of General Services is responsible for the operation and maintenance of the General Accounting Office Building. Therefore, no office rental costs for this building are included in this estimate.

Communications

Estimates for this object class provide for all communication charges for usual and necessary expenses of local and long distance telephone service, various charges for telegrams and teletype, and reimbursement to the U.S. Postal Service to cover our mailing costs.

The requested increase would allow for 7 percent inflation for local telephone services obtained through GSA; 1 percent inflation for FTS usage; and telecommunications services required for implementation of the Management and Assignment Tracking System at the National Finance Center.

24. Printing and Reproduction

	FY 1990	FY 1991 (000 omitted)	Change
Estimate	$3,478	$3,903	+$425

This object class includes all charges incurred by the agency for contractual printing and reproduction and the related composition and binding operations performed by GPO and commercial printers. It also includes all common process duplicating obtained on a contractual or reimbursable basis.

The estimate will cover our workload increase requirement of $166,000 along with a 7 percent inflationary increase of $244,000, and $15,000 to pay for GPO printing of additional products resulting from the increase in average positions. The increase for new workload demands in fiscal year 1991 results primarily from the typesetting of a greater variety of publications such as GAO reports, Decisions of the Comptroller General, the quarterly GAO Journal, the Annual Report of the Comptroller General, and periodic special publications. Other significant portions contributing to this increase are printed forms and letterhead as well as graphic, photographic and illustration services needed for audit and evaluation reports and other GAO products.

25. Other Services

	FY 1990	FY 1991 (000 omitted)	Change
Estimate	$32,600	$38,091	+$5,491

The costs in this object class, which is our largest administrative category of services, are shown below according to the principal types of expense and the estimated costs for each type:

	Revised 1990	Estimated 1991	Changes 1990 to 1991
Nongovernment services			
Credit reports	$ 8	$ 11	+$ 3
Training	2,428	2,768	+ 340
Storage of household goods	27	27	-
Maintenance of ADP and Non-ADP equipment and software	2,070	2,586	+ 516
Computer and other ADP services	3,415	3,975	+ 560
Other miscellaneous services	8,714	10,275	+ 1,561
Operation & maintenance	7,129	7,567	+ 438
Total nongovernment	$23,791	$27,209	+$3,418

	Revised 1990	Estimated 1991	Changes 1990 to 1991
Services by other government agencies			
Security investigations	360	516	+ 156
Administrative support	850	935	+ 85
Health services	436	501	+ 65
Computer and other ADP services	6,134	7,541	+ 1,407
Training	286	363	+ 77
Other miscellaneous services	743	1,026	+ 283
Total government	$ 8,809	$10,882	+$2,073
Total--Other Services	$32,600	$38,091	+$5,491

Credit Reports

This category is for contracts with companies that provide GAO credit ratings on persons indebted to the government prior to referral to the Justice Department for final collection.

Training - Government and Nongovernment

The increase of $417,000 in the amount for tuition and fees for training results from (1) the implementation of the 1988 Government Auditing Standards requiring GAO evaluators to complete a minimum of 80 hours of Continuing Professional Education (CPE) every two years, (2) the complex nature of the programs GAO examines and the audit/evaluation approaches GAO employs, and (3) greater emphasis on the quality and quantity of training and educational opportunities that GAO provides. Training funds enable GAO-sponsored group or individual participation in courses offered during regular working hours as well as employee enrollment in job-related college and technical courses. The increase will allow a greater number of GAO staff members to attend professional conferences and technical workshops. The increase will also provide funding for senior managers to engage in intensive training relevant to their managerial, technical and issue area responsibilities in courses such as:

1. Executive Seminars Program, Aspen Institute
2. Perspectives on Public Policy, Brookings Institution
3. Leadership Development Program, Center for Creative Leadership
4. Dartmouth Institute, Dartmouth College
5. Managing the Information Services Resources, Harvard University
6. Economic Modeling and Forecasting, Institute for Professional Development

The increase will also provide formal training for our staff at the United States Office of Personnel Management and at other government agencies such as the General Services Administration and the Department of Defense. This course work

outside the agency allows staff members to (1) meet CPE requirements, (2) improve current work performance, (3) progress to maximum capabilities, (4) prepare for undertaking supervisory and managerial leadership responsibilities, and (5) keep abreast of current thinking and practices in accounting, auditing and management philosophies and techniques.

Examples of such training follow:

1. Courses conducted by the United States Office of Personnel Management and other civil agencies include:

   a. management sciences,

   b. middle management workshops,

   c. supervision and group performance, and

   d. special subject matter areas such as:

      (1) microcomputers,
      (2) automatic data processing,
      (3) planning, programming, and budgeting systems,
      (4) personnel processing,
      (5) contracting and procurement,
      (6) health care,
      (7) environmental waste, and
      (8) defense logistics;

2. Department of Defense courses in areas peculiar to the programs and activities of the military establishment; and

3. Other training which is not feasible for GAO to offer.

Additionally, the increase will enable the GAO Executive Resources Board to offer seminars and related educational and developmental services for senior managers in such areas as:

1. Designing Evaluations
2. Sampling Methods
3. Survey Research Methods
4. Data Analysis
5. Microeconomics
6. Qualitative Analysis
7. Prospective Methods
8. Public Policy and Emerging Issues Seminars
9. Financial Management
10. Media Relations
11. Managing Human Resources

In addition, GAO's new Pay-for-Performance System represents a major organizational change, and the GAO managers and executives will continue to require training to maximize their effectiveness in a PFP environment.

Storage of Household Goods

The principal costs in this object class are for the nontemporary storage of household goods in the United States for our employees assigned to overseas offices. Temporary storage of household goods up to 180 days, in connection with an authorized shipment, is also provided for employees transferred to overseas or domestic offices, but is charged to transportation of goods.

Maintenance of ADP and Non-ADP Equipment and Software

The increase of $516,000 for this category provides for the costs of repairs and preventive maintenance for all classes of equipment. The largest portion of the increase (77%) will fund necessary maintenance of microcomputers purchased in prior years as well as maintenance of additional microcomputers to be acquired in fiscal year 1990 and 1991. The balance of the increase will fund maintenance of mailroom equipment, photocopier equipment, printing plant equipment, and other miscellaneous office equipment.

Computer and Other ADP Services - Nongovernment

This object class includes contractual agreements for the use of computers and other ADP equipment, data bases, and ADP personnel services (specification writing, programming, documentation, etc.) when performed by commercial firms. The types of services provided under these contracts are as follows:

(1) timesharing,

(2) econometric forecasting analyses,

(3) statistical analyses,

(4) data base design and manipulation,

(5) sensitivity analysis,

(6) assignment management and planning,

(7) access to reference data bases utilized in the performance of our audits and reviews; and

(8) computer operations.

The increase of $560,000 is related primarily to Phase II of the pilot project in support of our audit work and for the need to establish several tracking systems to monitor services that are unique to GAO.

Other Miscellaneous Services - Nongovernment

This category provides GAO with funding for contractual services from commercial firms in support of administrative operations and necessary assistance in connection with the many audits, investigations and reports done by GAO. One of the major items funded in this category is the Document Distribution System through which GAO audit and evaluation reports are provided to the Congress and the public. In addition, this system provides user access to an on-line data base of information on GAO reports. It also provides for the bibliographic control of information and materials and for a physical inventory of materials. The balance of this request for fiscal year 1991 will:

(1) Allow increased usage of consulting services procured through contract, in support of GAO audit and evaluation work, particularly that work involving highly technical areas.

(2) Permit the continuation of telecommunications contract support to be acquired in fiscal year 1990, on-going analyses and other contractor assistance on the acquisition of a new telecommunications system, and cabling for regional office LANS and other cabling in headquarters for data transmission.

(3) Continue preparations for the 1992 Triennial Congress of INTOSAI including hosting the 1991 meeting of the Governing Board.

Operation and Maintenance

During fiscal year 1989 the custody and control of the GAO Building was transferred from GSA to GAO. In GAO's role as building owner, a comprehensive contract was awarded to provide professional building management services for the GAO Building. The contractor, under the direction of GAO management, has responsibility to operate and maintain the GAO Building including the operation, maintenance, and repair of all mechanical equipment and building systems.

Some of the other services provided under the contract are:

1. Guard Services
2. Cleaning Services
3. Utility Services
4. Construction and Building Alteration Work Performed on a Reimbursable Basis
5. Construction management services

Security Investigations

The amount for security investigations provides for reimbursement to other agencies for necessary investigations of new and current employees filling positions dealing with classified or sensitive information. The $156,000 increase in this category includes $36,000 for price level increases for investigative services and $40,000 for investigations associated with the requested increase in average positions. Since access to classified information, IRS data, and proprietary and certain fiduciary information requires that many of

our evaluators have full background investigations before they can begin work in these sensitive areas, the balance of the increase will fund these investigative requirements.

Administrative Support

We reimburse the State Department for administrative support on a shared cost concept depending on the number of other agencies and the number of staff members located in a given foreign area. From fiscal year 1981 to 1989, the State Department assumed complete responsibility for the building operating expenses on all overseas government-owned and long-term leased properties which are leased through the Shared Administrative Support System. However, beginning in fiscal year 1990 the State Department has expanded the categories subject to cost reimbursement to include mail courier services, telecommunications and the government-owned and long-term leased properties provided our employees. As a result of these actions by the State Department, our share of administrative support costs increased in fiscal year 1990. The increase of $85,000 in fiscal year 1991 provides for a price level increase of 10 percent in costs for administrative support services and fluctuations in exchange rates.

Health Services

The funding requested in this category is needed for the continuing increase in the cost of health care and broader availability of preventive health services/ wellness programs offered by the U.S. Public Health Service and various private vendors. In fiscal year 1990, GAO broadened the scope of health services made available to staff to include employee counseling services and other wellness program activities.

The Public Health Service (PHS), which is GAO's primary provider of health and employee counseling services, determines total facility costs per location to include medical and administrative staff salaries and benefits, contractual services and supplies, and necessary equipment acquisitions. Each agency's proportionate share of this cost is assessed by PHS based on the number of agency personnel planned at the location.

Most of GAO's expenditures in this area are nondiscretionary, and the requested fiscal year 1991 change represents a 15 percent inflationary increase of $65,000 in the estimated cost of PHS billings.

Computer Services and Other ADP - Government

Under this category we provide reimbursement to government agencies for computer and other ADP services for administrative systems processing, for specialized reference data bases obtained through the Library of Congress, and for timesharing.

The increase of $1,407,000 will fund an increase for mainframe computing costs related to our new systems at the Department of Agriculture's National Finance Center (NFC) and increased usage of other current systems. Specific increases are as follows:

- NFC--increase associated with implementation and operation of the Management and Assignment Tracking System (MATS).

- House Information Systems (HIS)--increased access to HIS by more attorneys as a result of expanded local area network in support of Competition in Contracting Act work.

- NIH--increase in additional time-sharing services used in support of GAO audit and evaluation work.

- Miscellaneous other increases for the FEDLINK program, JURIS, and microfiche-blowback services in connection with the reprinting of GAO reports for distribution to requestors.

Other Miscellaneous Services - Government

This category includes interagency agreements for non-ADP services provided in support of GAO's audit and evaluation work. These contracts are initiated in order to provide specialized skills on a short-term basis. This category also funds guard services, cleaning services, and overtime utilities for GAO audit sites and regional locations.

26. Supplies and Materials

	FY 1990	FY 1991 (000 omitted)	Change
Estimate	$2,226	$3,047	+$ 821

The estimate provides for the wide variety of supplies and materials required in our operations. Although we have been faced with continuing increases in the costs of supplies and materials for several years, we are attempting to minimize our expenses for this object class through volume-discounted purchases. The requested increase would provide for price level changes of $112,000, additional supplies and materials ($13,000) associated with the increase in average positions, and $696,000 to meet workload demands. The major workload cost is for supplies and materials to support microcomputers that are used in the preparation of GAO products. In addition, we will need to replenish our supply of photocopier paper and supplies for our Print Plant as well as office supplies to restore inventories depleted during fiscal year 1990.

31. Furniture and Equipment

	FY 1990	FY 1991 (000 omitted)	Change
Estimate	$5,565	$18,986	+$13,421

The increase in this category is for the purchase of office furniture, and telecommunications and ADP equipment. For fiscal year 1991, the request includes funding for office furniture to refurbish one floor of the GAO Building subsequent to the completion of asbestos removal and the HVAC renovations. Systems furniture has been selected primarily to support the extensive use of ADP-equipped workstations. It is a means of providing cable management solutions to the sheer volume of added power/telecommunications cabling through procurement and installation of pre-wired systems furniture.

In addition, GAO plans to procure telecommunications equipment which will provide for high quality voice transmission and a new telecommunications system compatible with the Legislative Branch Telecommunications Plan and consistent with House Appropriations Committee recommendations. Benefits expected from this system are improved service, lower cost, enhanced capabilities for advanced services, and integration with the other Legislative Branch agencies. In addition, telecommunications equipment is needed when our regional offices are involved in moves to new buildings requiring modern equipment as well as peripheral equipment needed to make efficient and effective use of the telecommunications equipment.

Further, the request includes funding to purchase additional microcomputers with full office automation software to enhance GAO's ability to perform timely work of good quality, to allow for replacement of obsolete, non-standard microcomputers, and to bring the agency closer to meeting its total requirement for microcomputers. The acquisition of miscellaneous other equipment will allow the agency to upgrade outdated and special purpose equipment.

32. Land and Structures

	FY 1990	FY 1991 (000 omitted)	Change
Estimate	$5,340	$12,807	+$7,467

Due to P.L. 99-177 reductions, funding for the facilities renovation program has been reduced in fiscal year 1990; thus, extending the time necessary to complete the program. The fiscal year 1991 request is necessary to complete asbestos removal and restoration of one floor of the GAO Building. Renovation of a full floor is the most cost effective means of accomplishing this multiyear project.

42. Insurance Claims and Indemnities

	FY 1990	FY 1991 (000 omitted)	Change
Estimate	$40	$55	+$15

This estimate provides funding for nondiscretionary payment on claims of life insurance policies, annuities paid from trust funds to former employees and others, indemnities for destruction or injury of property and other liabilities. The increase of $15,000 will provide a level of funding that more closely represents actual payments made in recent years.

50. Interagency Transfer

	FY 1990	FY 1991 (000 omitted)	Change
Estimate	-$5,564	-$5,915	-$351

GAO is requesting approval in fiscal year 1991 to use $5,915,000 of the funding authorized by P.L. 100-545 for the operation, maintenance, protection, alteration, and repair of the GAO Building. Use of the special fund in the Treasury, which is composed of payments by other federal agencies for office space rented in the GAO Building, can only be made with the approval of the Congress.

GENERAL ACCOUNTING OFFICE

Program and Financing (in thousands of dollars)

Identification code 05-0107-0-1-801	1989 actual	1990 est.	1991 est.
Program by activities:			
Direct program:			
00.01 Top Management	2,897	2,784	3,308
00.02 Mission Divisions/offices			5,876
00.03 General Government Division	22,811	24,265	27,096
00.04 Human Resources Division	18,019	18,958	21,312
00.05 National Security and International Affairs Division	30,546	32,960	36,473
00.06 Resources, Community and Economic Development Division	24,591	27,161	30,167
00.07 Accounting and Financial Management Division	17,652	17,419	19,462
00.08 Information Management and Technology Division	10,836	11,878	13,533
00.09 Program Evaluation and Methodology Division	5,646	5,488	6,110
00.10 Office of the Chief Economist	832	1,009	1,134
00.11 Office of the General Counsel	12,144	12,675	14,439
00.12 Office of Special Investigations	2,537	2,708	2,979
00.13 Regional and Overseas Offices	95,934	101,041	112,049
00.14 Mission Support	89,005	95,940	118,304
00.91 Total direct program	333,450	354,286	417,247
01.01 Reimbursable program	1,430	600	600
02.01 Capital investment	13,090	9,375	20,921
10.00 Total obligations	347,970	364,261	433,763
Financing:			
11.00 Offsetting collections from: Federal funds	−1,430	−600	−600
25.00 Unobligated balance lapsing	799		
39.00 **Budget authority**	**347,339**	**363,661**	**433,163**
Budget authority:			
40.00 Appropriation	347,339	364,720	427,248
40.00 Appropriation (special fund)		5,564	5,915
40.00 Reduction pursuant to P.L. 101-164		−1,568	
40.00 Reduction pursuant to P.L. 99-177		−5,055	
43.00 **Appropriation (adjusted)**	**347,339**	**363,661**	**433,163**
Relation of obligations to outlays:			
71.00 Obligations incurred, net	346,540	363,661	433,163
72.40 Obligated balance, start of year	35,546	47,529	54,487
74.40 Obligated balance, end of year	−47,529	−54,487	−64,659
77.00 Adjustments in expired accounts	253		
90.00 Outlays	334,811	356,703	422,991

Object Classification (in thousands of dollars)

Identification code 05-0107-0-1-801	1989 actual	1990 est.	1991 est.
Direct obligations:			
Personnel compensation:			
11.1 Full-time permanent	214,225	226,000	252,041
11.3 Other than full-time permanent	3,087	3,395	3,741
11.5 Other personnel compensation	3,708	3,861	4,573
11.9 Total personnel compensation	221,020	233,256	260,355
12.1 Civilian personnel benefits	39,860	40,253	47,921
13.0 Benefits for former personnel	201	203	224
21.0 Travel and transportation of persons	17,312	17,658	21,898
22.0 Transportation of things	619	515	770
23.1 Rental payments to GSA	14,461	14,410	15,985
23.2 Rental payments to others	1,491	1,779	2,011
23.3 Communications, utilities, and miscellaneous charges	6,375	6,338	7,110
24.0 Printing and reproduction	3,084	3,478	3,903
25.0 Other services	28,643	32,600	38,091
26.0 Supplies and materials	2,759	2,729	3,047
31.0 Equipment	7,817	5,365	18,986
32.0 Land and structures	1,350	1,340	12,807
42.0 Insurance claims and indemnities	103	40	55
99.0 Subtotal, direct obligations	346,140	363,661	433,163
99.0 Reimbursable obligations	1,430	600	600
99.9 Total obligations	347,970	364,261	433,763

Personnel Summary

Total number of full-time permanent positions	5,063	5,123	5,248
Total compensable workyears:			
Full-time equivalent employment	5,061	5,100	5,200
Full-time equivalent of overtime and holiday hours	8	8	7